



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



**EUROPEAN  
SOLIDARITY  
CORPS**

# QUALITY LABEL APPLICATION

**Aka - the admin part**

# HOW WILL WE WORK TODAY?

- We will go through the Quality Label application;
- We will split in small international groups;
- We'll pick some questions to discuss in small groups;
- We'll share our draft answers with all participants.

## Why?

- Because the QL application tackles many important issues
- Because we aim at improving the quality of our projects
- Because we want to be ESC partners with a common understanding about the basics!

# THE PORTAL

Once you have a EU login,  
And your organization  
is registered,  
you can APPLY for your  
QUALITY LABEL!

The famous “ESC50”

[LINK](#)

Open Calls

My Applications



## ESC50 Quality Label

This application form allows organisations to apply for a European Solidarity Quality Label for volunteering.

**Application deadline (dd-mm-yyyy hh:mm:ss - Brussels, Belgium Time): 31-12-2021 12:00:00**

Apply

# THE APPLICATION FORM



Context

About your Organisation

Quality and Support Measures

Standard Activities

Organisational Capacity

Strategy and Activity Plan

Management and Coordination

Annexes

Checklist

Guidelines

Notifications

Sharing

Submission history

Automatically saved every 2 s.

Saved (Local Time)

22 Jun 2021 16:54:04

by Elisa EMILIANI

PDF

SUBMIT

## Context

Programme

European Solidarity Corps

Deadline for Submission

31-12-2021 12:00:00 - Brussels, Belgium Time

Action Type

Quality Label

Language used to fill in the form

National Agency of the Applicant Organisation

Please choose the Agency that will receive and assess your application form.

The awarding of the Quality Label is carried out by the National Agency in which your organisation is established for organisations established in a participating country.

Applications for the Quality Label from Partner Countries are handled by SALTOS. SALTOS support co-operation with Partner countries and are hosted within National Agencies. To identify to which National Agency you should apply, please consult the 'How to apply' page: [https://europa.eu/youth/solidarity/organisations/before-you-apply\\_en](https://europa.eu/youth/solidarity/organisations/before-you-apply_en)

For further details about the available National Agencies managing the European Solidarity Corps, please consult the following page: [https://europa.eu/youth/solidarity/organisations/contact-national-agencies\\_en](https://europa.eu/youth/solidarity/organisations/contact-national-agencies_en)

Agency of the Applicant Organisation

## Context

Programme


European Solidarity Corps

Deadline for Submission

31-12-2021 12:00:00 - Brussels, Belgium Time

Action Type

Quality Label

Language used to fill in the form 

English 

National Agency of the Applicant Organisation

Please choose the Agency that will receive and assess your application form.

The awarding of the Quality Label is carried out by the National Agency in which your organisation is established for organisations established in a participating country.

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Agency of the Applicant Organisation

IT03 Agenzia nazionale per i giovani 

# THE ORGANIZATION

## About your Organisation

Please note that the Organisation ID has replaced the PIC as the unique identifier for the organisation to apply for Erasmus+ and European Solidarity Corps actions managed by National Agencies. Organisations that have a PIC and have previously applied for funding in these programmes through the National Agencies have been assigned an Organisation ID automatically. Please use the Erasmus+ and European Solidarity Corps platform to check an Organisation ID, update information linked to it or register a new organisation: <https://webgate.ec.europa.eu/erasmus-esc/organisation-registration>



| Organisation ID   | Legal Name | Country |
|---|------------|---------|
|  <input data-bbox="177 685 351 766" type="text"/> |            |         |

PASTE YOUR "OID", SOME INFO WILL APPEAR AUTOMATICALLY



## About your Organisation

Please note that the Organisation ID has replaced the PIC as the unique identifier for the organisation to apply for Erasmus+ and European Solidarity Corps actions managed by National Agencies. Organisations that have a PIC and have previously applied for funding in these programmes through the National Agencies have been assigned an Organisation ID automatically. Please use the Erasmus+ and European Solidarity Corps platform to check an Organisation ID, update information linked to it or register a new organisation: <https://webgate.ec.europa.eu/erasmus-esc/organisation-registration>

| Organisation ID   | Legal Name                                | Country |   |
|---|---|---------|---|
|  E100108E | SE.M.I. - SEEDS FOR MORE INTERCULTURE APS | Italy   |  |

## Organisation Contact Details ( E10010884 )

---

Legal Name

SE.M.I. - SEEDS FOR MORE INTERCULTURE APS

Legal Name (national language)

National ID (if applicable)

90035420398

Department (if applicable)

Acronym

Address

Via Filanda Vecchia n. 53

Country

Italy

City

Faenza

P.O. Box

Postal Code

48018

Telephone

+393898443025

Fax

CEDEX

Website

www.associazionesemi.org

Email

## Organisation Type

---

Type of Organisation

Is your organisation a public body?

No



Is your organisation a non-profit?

Yes



- Local Public body
- National Public body
- National Youth Council
- Non-governmental organisation/association
- Organisation or association representing (parts of) the sport sector
- Public service provider
- Regional Public body
- Research Institute/Centre
- School/Institute/Educational centre – Adult education
- School/Institute/Educational centre – General education (pre-primary level)
- School/Institute/Educational centre – General education (primary level)
- School/Institute/Educational centre – General education (secondary level)
- School/Institute/Educational centre – Vocational Training (secondary level)
- School/Institute/Educational centre – Vocational Training (tertiary level)
- Small and medium sized enterprise
- Social enterprise
- Social partner or other representative of working life (chambers of commerce, trade union, trade
- Sport club
- Sport federation
- Sport league
- ✓ Youth organisation

Code

3

Is your organisation a public body?

No



Is your organisation a non-profit?

Yes



## Profile, Motivation and Experience

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Your organisation already holds a Quality Label and this section is not fully relevant for you. You are only required to provide information about your experience.

### Experience

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What are the activities and experience of your organisation that are relevant to this application?

Maximum characters allowed: 5000. Remaining characters: 5000

THIS INFO IS NORMALLY IN THE "PIF" - PARTNER IDENTIFICATION FORM

(WHAT IS A PIF?)

# A DOCUMENT WITH THE INFO ABOUT YOUR ORGANIZATION

For example, SE.M.I. PIF 2021 - [LINK](#)

Info in the PIF:

- PIC and OID
- Legal data
- Type of organization
- Accreditations / Quality labels
- Background and experience (key activities, key staff)
- Legal representative and Contact person
- Past projects

## Associated Persons

Please provide information about this organisation's legal representative and contact persons for the project. Legal representative is the person authorised to sign legally binding documents on behalf of the organisation, while the contact persons are people who will be managing the project.

One of the contact persons must be designated as 'preferred contact'. This person will be contacted by the National Agency if there are questions about the project or the organisation, and in case the project is selected they will receive access to project management and reporting tools.

| ID | Name   | Role                 | Preferred Contact                |   |
|----|--|----------------------|----------------------------------|---|
| 1  |  <a href="#">Click here to edit</a> | Legal Representative | <input type="radio"/>            |  |
| 2  |  <a href="#">Click here to edit</a> | Contact Person       | <input checked="" type="radio"/> |  |

ADD ASSOCIATED PERSON



## Legal Representative (SE.M.I. - SEEDS FOR MORE INTERCULTURE APS)

---

Title

Gender

First Name

Family Name

Department

Position

Email

Telephone 

USE SAME ADDRESS AS ORGANISATION

Address

Country

City

P.O. Box

Postal Code

CEDEX

## Associated person

---

### Contact Person (SE.M.I. - SEEDS FOR MORE INTERCULTURE APS)

---

Title

Gender

First Name

Family Name

Department

Position

Email

Telephone 

USE SAME ADDRESS AS ORGANISATION

Address

Country

City

P.O. Box



Postal Code

CEDEX

HOSTING LOCATIONS

## Hosting locations




Please provide information about all locations in which you wish to carry out activities, including the ones that have already been accredited through previous application forms

| Main Location ID |   | Main Location name                        | Country | City   |   |
|------------------|---|---|---------|--------|---|
| 1                |  | SE.M.I. - SEEDS FOR MORE INTERCULTURE APS | Italy   | Faenza |  |


Does your organisation plan to carry out activities for hosted volunteers in any additional location than the one above?

No

## Location

|             |   |   |  |  |
|-------------|---|---|--|--|
| Location ID | Location name  | Address   |  |  |
| 1           | SE.M.I. - SEEDS FOR MORE INTERCULTURE APS   | Via Filanda Vecchia n. 53   |  |  |
| Postal Code | City  | Country   | Contact Person   |  |
| 48018       | Faenza  | Italy  | Elisa Emiliani  |  |

How many volunteers can be hosted at any given time (during the same time) by this location?

Volunteers in activities lasting up to 2 months 

Volunteers in activities lasting 2 months and more

Volunteers in volunteering team activities

| Main Location ID |  | Main Location name | Country | City |  |
|------------------|--|--------------------|---------|------|--|
|------------------|--|--------------------|---------|------|--|

|   |                                     |   |       |        |   |
|---|-------------------------------------|---|-------|--------|---|
| 1 | <input checked="" type="checkbox"/> | SE.M.I. - SEEDS FOR MORE INTERCULTURE APS | Italy | Faenza | ☰ |
|---|-------------------------------------|---|-------|--------|---|

Does your organisation plan to carry out activities for hosted volunteers in any additional location than the one above?

Yes

| Main Location ID |  | Main Location name | Country | City |  |
|------------------|--|--------------------|---------|------|--|
|------------------|--|--------------------|---------|------|--|

|   |                          |       |       |  |   |
|---|--------------------------|-------|-------|--|---|
| 2 | <input type="checkbox"/> | ..... | Italy |  | ☰ |
|---|--------------------------|-------|-------|--|---|

ADD LOCATION

## Location

|                                |                      |                                    |                      |  |
|--------------------------------|----------------------|------------------------------------|----------------------|--|
| Location ID                    | Location name        | Address                            |                      |  |
| <input type="text" value="2"/> | <input type="text"/> | <input type="text"/>               |                      |  |
| Postal Code                    | City                 | Country                            | Contact Person       |  |
| <input type="text"/>           | <input type="text"/> | <input type="text" value="Italy"/> | <input type="text"/> |  |

How many volunteers can be hosted at any given time (during the same time) by this location?

Volunteers in activities lasting up to 2 months

Volunteers in activities lasting 2 months and more

Volunteers in volunteering team activities

# TYPE OF QUALITY LABEL



## Type of Quality Label

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You are requested below to identify the type of Quality Label you are applying for. If you already hold a Quality Label, the respective role cannot be selected again. The questions in the rest of the application form will vary depending on the choices you make here.

Which role are you applying for?

Supporting organisation, Host organisation

Are you planning to apply for funds and act as a lead organisation? Please refer to the Guide for a full description of the Quality Label for lead organisation.

No



(WHAT IS A LEAD  
ORGANIZATION?)

# LET'S CHECK THE ESC 2021 PROGRAM GUIDE

Obtaining a Quality Label for lead organisations is a precondition for applying for funds to implement Volunteering Projects.

Lead organisations will be required to lay down their longer-term objectives and activity plan, expected benefits as well as their approach to project management.

Previous experience in the European Solidarity Corps or Erasmus+ (2014-2020) is not a requirement for participation.

Organisations who are holders of a Quality Label will have the possibility to apply for Quality Label for lead organisations at any time during the programming period.

Successful applicants for such a Quality Label type will gain access to funding opportunities for the duration of their Quality Label, subject to funding availability and performance assessments. They will sign an agreement with the National Agency awarding the Quality Label. The National Agencies will determine the duration of the Quality Labels awarded to lead organisations, with a minimum of three years.

WE'LL GO WITH:  
HOSTING  
AND  
SUPPORTING

LET'S SPLIT IN  
3 GROUPS

# QUALITY AND SUPPORT MEASURES

The purpose of this section is to assess your organisation's capacity to meet the programme standards in terms of practical arrangements and support offered to participants before, during and/or after the activities.

Please provide answers relevant to each type of activity that you selected.

## Practical Arrangements

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Please describe the practical arrangements for hosting volunteers on your premises, in your main location (e.g. adequate accommodation and meals, access to local transportation). Describe how you will ensure the minimum standards and justify if there are any deviations from these.

Maximum characters allowed: 5000. Remaining characters: 5000

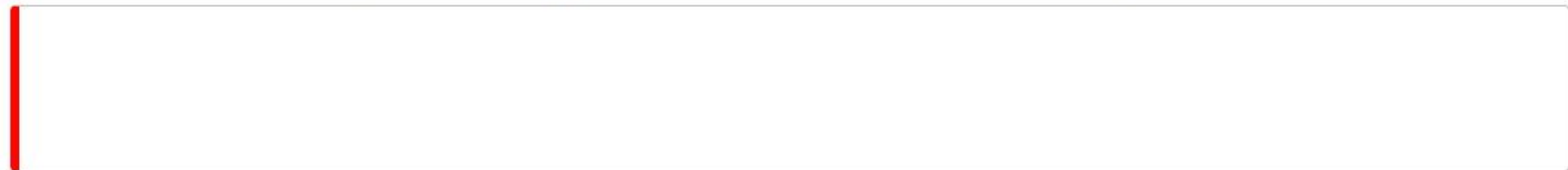
Which measures will you put in place to guarantee that:

- Volunteers are assigned clear and distinct roles in your organization during activities.
- Volunteers: do not replace traineeships and/or jobs; are not taking up essential tasks for the organisation's running operations; the activity is not part of the volunteers' regular studies or vocational training.

Maximum characters allowed: 5000. Remaining characters: 5000

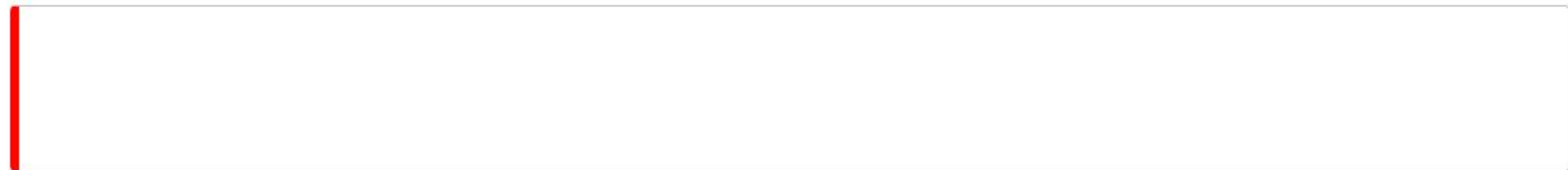


How will you guarantee a safe living and working environment for the participants? What measures will you put in place to address problems and conflicts during the activities? If applicable, please provide details for each activity type.



Maximum characters allowed: 5000. Remaining characters: 5000

How will you find and select the participants?



Maximum characters allowed: 5000. Remaining characters: 5000

## Participant Support

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How will you support the participants before departure? Please describe how you will provide assistance with practical arrangements (travel and visas, as applicable) and how you will organise pre-departure training.

Maximum characters allowed: 5000. Remaining characters: 5000

As a supporting organisation, what assistance are you planning to offer to volunteers during the activity? Please describe how you will offer personal support, training and guidance to your participants and the measures you will put in place to guarantee their safety and protection.

Maximum characters allowed: 5000. Remaining characters: 5000

# QUESTION FOR GROUP 1 - SUPPORT

As a host organisation, what assistance are you planning to offer to volunteers during the activity? Please describe how you will offer personal support, training and guidance to your participants.

Maximum characters allowed: 5000. Remaining characters: 5000

What support will you offer to participants when they return to their country? If applicable, please provide details for each activity type.

Maximum characters allowed: 5000. Remaining characters: 5000

# QUESTION FOR GROUP 2: LEARNING PROCESS

## Learning and Development

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Please describe the measures you will put in place to embed a quality learning process for the participants, with reference to specific skills and/or competences you expect participants to develop in the activities run by your organisation. Please provide details about the role of the mentor in the learning process and how the participants will be supported in organising their reflection, identification and documentation of the learning outcomes acquired, including through EU (Youthpass, Europass) or national validation tools. Your answer should be adapted to the role(s) you are applying for.

Maximum characters allowed: 5000. Remaining characters: 5000

If applicable, please also describe any additional services that you may offer such as assistance for drawing up CVs and/or job descriptions, preparation for job interviews, career advice, post-placement assistance and guidance.

Maximum characters allowed: 5000. Remaining characters: 5000



PARTICIPANTS WITH  
FEWER  
OPPORTUNITIES

# WHAT DO WE MEAN BY “FEWER OPPORTUNITIES”?

Let's check the ESC program guide 2021, pages 7-8 ([LINK](#))

- Disabilities
- Health problems, including mental health
- Barriers linked to education and training systems
- Cultural differences
- Social barriers
- Economic barriers
- Barriers linked to discrimination
- Geographical barriers

## Inclusion

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The European Solidarity Corps aims to promote social inclusion by facilitating access to its opportunities to all young people. In this section you are asked to describe how you are planning to engage and involve participants with fewer opportunities and your approach to diversity. Please refer to the European Solidarity Corps Guide for more information on young people with fewer opportunities and the measures available to increase their participation in the programme.

Do you have any experience and/or expertise in working with young people with fewer opportunities;

Yes



Please describe:

- your competence and track record in working with people with fewer opportunities;
- the measures you will put in place to diminish barriers and cater for the specific needs of the participants with fewer opportunities. Please explain how you intend to reach out to and select them and/or how you will support their participation (identification of individual needs, special activity plans, accompanying person, reinforced mentorship, physical environment suitable for young people with physical, sensory or other disabilities, adapted methods and material, sensitisation of team members etc.);
- if applicable, how you are planning to work with partner organisations that promote inclusion and/or work with young people with fewer opportunities.

Maximum characters allowed: 5000. Remaining characters: 5000

What kind of capacity, infrastructure and/or resources does your organisation have in order to accommodate and support young people facing barriers to participation?

A physical environment suitable for young people with physical, sensory or other disabilities (such as wheelchair access and similar).

Yes



Please describe briefly, and in English, the measures put in place to diminish physical barriers.

Maximum characters allowed: 5000. Remaining characters: 5000

# QUESTION FOR GROUP 3 - INCLUSION

Additional pre-departure preparations, mentoring, additional support for learning process and validation of learning outcomes, or other support suitable for young people facing obstacles to participation.

Yes



Please describe briefly, and in English, these additional support measures.

Maximum characters allowed: 5000. Remaining characters: 5000

# STANDARD ACTIVITIES

# WHAT ARE STANDARD ACTIVITIES?

In this section you are asked to describe the standard activities that you are planning to carry out for the duration of your Quality Label. Standard activities can be defined by relating to the organisation's aims, main activities and target groups. They should be described by listing typical tasks that the participants would carry out.



## Activity 1

| Activity ID                    | Activity name        | Activity type                                  | Location of activity                    |
|--------------------------------|----------------------|--|---|
| <input type="text" value="1"/> | <input type="text"/> | <input type="text" value="Individual Vol..."/> | <input type="text" value="Select ..."/> |

**▲ The number of selections must be between: 1 - 100.  
Actual number: 0**

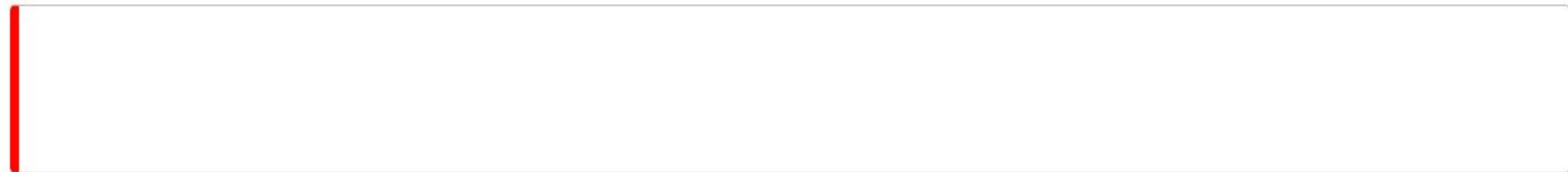
Please describe the activity and its context. How does it relate to solidarity and the European Solidarity Corps principles? What is the European added value of the activity?

Maximum characters allowed: 5000. Remaining characters: 5000

How have you identified the need for this activity? What are the societal challenges that you are planning to address?

Maximum characters allowed: 5000. Remaining characters: 5000

What are the tasks that the participants will typically carry out? What will be their role and how will they be involved in the activities?



Maximum characters allowed: 5000. Remaining characters: 5000

How will the participants benefit from taking part in the activity?

Maximum characters allowed: 5000. Remaining characters: 5000

How will the activity benefit the target groups and/or the local community and the organisations involved? If applicable, please also explain how you are planning to limit or prevent unintended negative effects of the activities and how you will comply with the 'do no harm principle'.

Maximum characters allowed: 5000. Remaining characters: 5000

# ORGANIZATIONAL CAPACITY

# WHAT DOES IT MEAN?

In this section you need to demonstrate that you have the necessary professional competences and qualifications to implement solidarity activities of high quality.

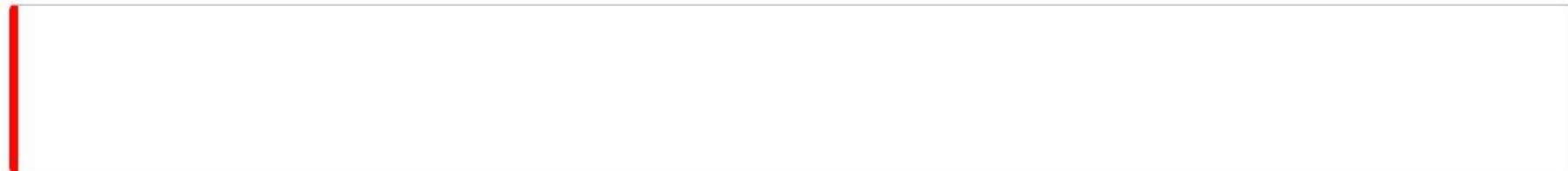
Please answer the questions according to the role that you are applying for e.g: if you are applying for volunteering host and supporting roles, please provide answers that will allow the assessors to judge your capacity to play both roles.

Please describe your organisation's ability to manage all practical and logistical matters of the activities. What resources will you allocate to each activity in order to ensure successful implementation? How will you ensure that the staff have the necessary competences to carry out their tasks?

Maximum characters allowed: 5000. Remaining characters: 5000



Please present your organisation's approach towards partnership building. How will you choose your partners and how will you ensure good cooperation?



Maximum characters allowed: 5000. Remaining characters: 5000

How will you ensure continuity of the activities in case of important changes in management or staff?

Maximum characters allowed: 5000. Remaining characters: 5000

# STRATEGY AND ACTIVITY PLAN



Call 2021, Round 1, European Solidarity Corps - Quality Label

FormId ESC50-4EFBBC12 Submission Deadline (Brussels Time) 2021-12-31 12:00:00

Strategy and Activity Plan

## Strategy and Activity Plan

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You are not applying for the Quality Label "Lead organisation" type. This section is therefore not relevant for you and you do not have to fill it in.

# MANAGEMENT AND COORDINATION



**EUROPEAN  
SOLIDARITY  
CORPS**

Call 2021, Round 1, European Solidarity Corps - Quality Label

FormId ESC50-4EFBBC12 Submission Deadline (Brussels Time) 2021-12-31 12:00:00

Management and coordination

## Management and coordination

---

You are not applying for the Quality Label "Lead organisation" type. This section is therefore not relevant for you and you do not have to fill it in.

# ANNEXES

## Annexes

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The maximum size of a file is 15 MB and the maximum total size is 100 MB.

The maximum number of all attachments is 100.

Please print the Declaration on Honour, have it signed by the legal representative and attach it. [DOWNLOAD DECLARATION ON HONOUR](#)

| File Name | File Size (kB) |
|-----------|----------------|
|-----------|----------------|

 Declaration on Honour is required.

---

ADD DECLARATION ON HONOUR

Please attach any other relevant documents.

| File Name | File Size (kB) |
|-----------|----------------|
|-----------|----------------|

ADD FILE

WHAT ANNEXES  
SHOULD WE ADD?

TIMETABLE?



ACCOMMODATION  
PICTURES?

# CHECK LIST, AND SEND!

## Checklist

---

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

- It fulfils the eligibility criteria listed in the European Solidarity Corps Guide.
- All relevant fields in the application form have been filled in correctly.
- You have chosen the correct Agency of the country in which your organisation is established.

Currently selected Agency is: IT03 Agenzia nazionale per i giovani

Please also keep in mind the following:

The documents proving the legal status of the organisations must be uploaded in ORS ( ORGANISATION REGISTRATION FOR ACTIONS MANAGED BY NATIONAL AGENCIES).

## Data Protection Notice

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### PROTECTION OF PERSONAL DATA

Please read our privacy statement to understand how we process and protect your personal data.  
[http://ec.europa.eu/programmes/erasmus-plus/documents/eplu-link-eforms-privacy\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/documents/eplu-link-eforms-privacy_en.htm)

- I agree with the Specific Privacy Statement on Data Protection