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EU PROGRAMMES, ACTIONS AND FUNDING FOR YOUTH.

Working Paper by Michela Giarle

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Preamble.

“Investing in Youth means to invest into the welfare of today’s and tomorrow’s society”.
It is what European Commission said in the White book on youth adopted in the 21 November 2001. In coherence with this principle, EU adopted in these years different programmes and initiatives for youth.

This workshop will try to do a synthetic framework of main financing opportunities for youth offered by the EU.

Main sections:

- EU funding for youth: general framework.
 - EU programmes and actions for Youth: synthetic notes.
 - Call for proposal: next deadlines.
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Working paper by

Michela Giarle

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I. EU funding for youth: general framework.

1. EU funding for Youth.

EU on the financial plane supports measures in favour of youth through essentially two main channels:

- EU Structural Funds (i.e. European Regional Development Fund, ERDF, or European Social Fund, ESF).
- Programmes and Actions (i.e. Youth programme, Socrates, Tempus).

Due to the wide topics and the territory strengthened knowledge concerning Structural Funds funding it is appropriate to offer a synthetic picture the second type of financing.

In this working paper only the funding concerning EU Programmes and Actions for the Youth sector will be considered.

2. Main Communitarian Programmes and Actions.

The first year of the millennium saw the launch of a new generation of programmes and actions piloted by the European Commission's Directorate-General for Education and Culture. These relate to education, training, youth, culture, sport and citizenship - all subjects which touch our daily lives.

While each programme and action has its own specific objectives, they also have a number of common characteristics - support for the mobility of people, the creation of pilot projects and the exchange of ideas and practices. They are designed to encourage European cooperation at all levels, striving for quality and stimulating innovation. A broad range of actors and organisations is targeted with the main programmes open to no fewer than 31 European countries. And they seek to underpin basic values such as the promotion of equal opportunities, the idea of active citizenship, acquiring knowledge in a multicultural setting and the concept of lifelong learning covering both education and training.

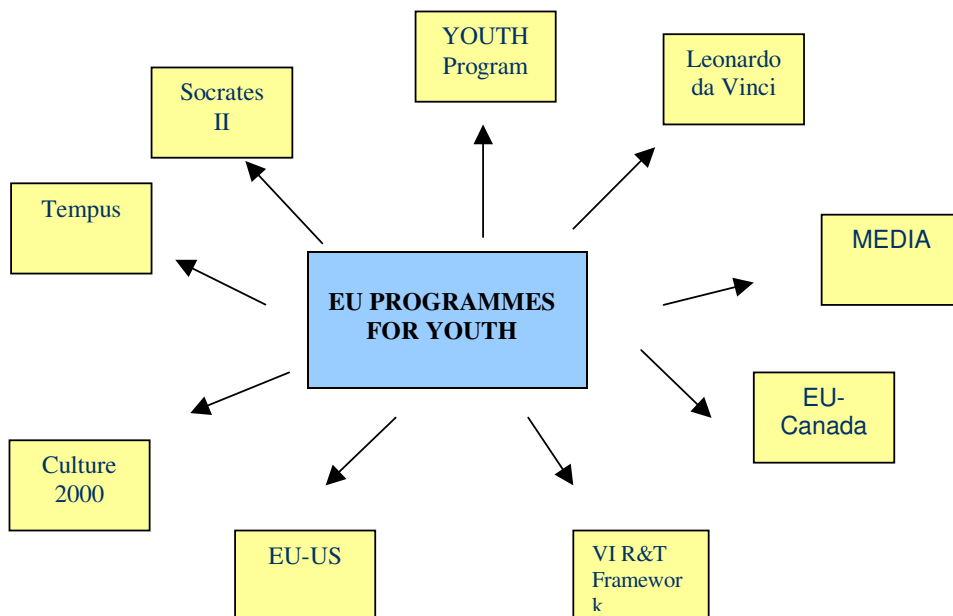
Through the education and culture programmes and actions, financial support is available for thousands of projects involving hundreds of thousands of beneficiaries. They provide solid encouragement for initiatives and are a significant source of concrete opportunities.

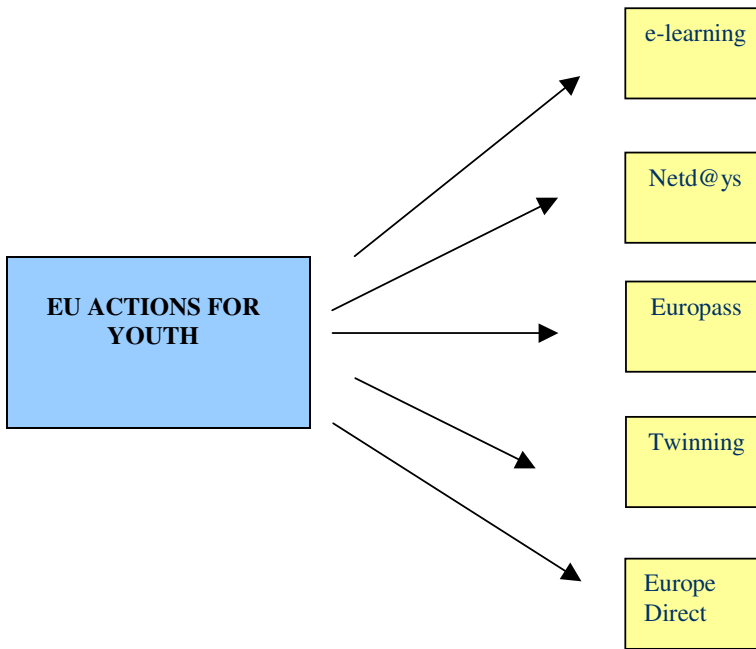
Good and timely information is clearly needed if one is to map out the best route and take advantage of these opportunities.

In Particular EU Youth programme relates directly to young people, between the age 19 and 25, belonging to all the European Countries and offers them funding for the creation of exchange groups and individual Voluntary work.

The remaining programmes and communitarian initiatives, although not directed to young people, do not foresee them, as the final beneficiaries.

Next schemes report the list of main EU Programmes and actions directly or indirectly for youth.





3. Then new generation programmes in educational, youth, cultural and audiovisual programmes 2007-2013.

The actual Youth, educational, training, culture and audiovisual programmes will expire in 2006, the European Commission adopted on July 14th the relative proposals for the new generation programmes concerning the period 2007-2013. The Proposals that follow the two communications adopted on last march 10th “The new educational and training generation programmes 2007-2013” and “Citizenship in action” will now be examined by the European Parliament and Council in order to be adopted within 2005. The four new programmes will be:

- Action integrated programme for education and long life learning.
- Youth in action (2007-2013);
- Culture 2007 (2007-2013);
- MEDIA 2007.

The following scheme summarizes the four new programmes suggested by the European Commission for the period 2007-2013.

The new generation programmes in educational, youth, cultural and audiovisual programmes 2007-2013.	
Action integrated programme for education and long life learning.	<p>With a budget of 13,6 billion euro spread on a period of 7 years, the new programme will offer to the EU an instrument capable of improving the quality of educational and learning systems. The programme consists of four main sectorial programmes focused on:</p> <ul style="list-style-type: none"> – School education: (COMENIUS). Objective: participation to Comenius of at least one student out of 20 in the Union; – Higher education (ERASMUS). Objective: 3 million students from the creation of this programme within 2011; – Professional training (LEONARDO DA VINCI). Objective: 150 000 training at firms every year in the programme context within 2013;

	<ul style="list-style-type: none"> – Adult learning (GRUNDTVIG). Objective: training or mobility for 25 000 adults per year in the context of the programme Grundtvig within 2013.
<p>Youth in action</p>	<p>With a budget of 915 million euro, 'Youth in action' will be simpler in its functioning compared to the previous programme. The new programme will be accessible to young people between the age 13 and 30 coming from all member states and from those states that are part of the neighbourhood policy. It will supply them with the necessary instruments to exploit the opportunities offered by the fact of being part of EU. To make things simpler, the programme will be essentially managed in a decentralized way and will propose different actions, such as Youth exchange (objective: 35 000 projects within 2013), the "European Voluntary Service" (objective: 10 000 male/female volunteers) and "Youth in the world", destined to project elaboration with third countries.</p>
<p>Media 2007</p>	<p>With a proposed budget of a billion euro over the period 2007-2013, MEDIA 2007 (which will unite MEDIA plus and MEDIA training) shows a considerable EU commitment in the audio visual sector. This confirms the central role such a sector has for a shared European identity. The Communitarian action will take part in pre-production phases (supporting, for instance the initial training to audiovisual professions or by facilitating the access to PMI funding) and in post-production (support to distribution and promotion of audiovisual works).</p>
<p>Culture 2007</p>	<p>This programme will succeed Culture 2000 in 2007 and it will focus on some priorities like promoting professional translational mobility in the cultural sector, translational circulation of the works, including immaterial works, and developing intercultural dialogue. Some quantity objectives have been proposed: the annual support to about 50 networks or trans-European cultural organizations and, for the after 2006, the financing of about 1400 cultural cooperation programmes in the enlarged Union. A budget of just over 400 million euro is assigned to the programme.</p>

II. EU programmes and actions for Youth: synthetic notes.

Eu programmes for Youth.

There are different EU Programmes and Actions providing a funding line for specific measures for Youth. In order to simplify the comprehension of all these instruments, it is possible to present synthetic notes of main EU Actions and programmes. For each improvement it would be useful to consult the original documents in the web sites reported in the notes.

In which way could be possible to have funding in the EU Programme and action framework?

To obtain funds in these programme and action framework, it is necessary to wait for call for proposal and expression of interest by the European Commission. In some cases, for instance Youth programme, the project presentation dates are preventively fixed by the European Commission. In this case call for proposal will not be published but the project would be presented within the programme deadline. The project presentation deadlines which involve young people and some anticipations related to the publication of the next call for proposal are quoted in chapter III.

1. Youth programme.

Opportunity.

The Youth programme is specifically focused on promoting cooperation in youth related matters. Operating out with normal teaching and training systems, it targets all young people. Its aim is to widen the options available to young people for them to discover Europe and take part in its construction as active and responsible citizens.

The Youth programme sets out to contribute to the education of young people, particularly through exchange activities and European voluntary service, both within the European Union and in non-Community countries. It seeks to favour the emergence and/or consolidation of work for the benefit of youth locally, while facilitating access by disadvantaged young people to the activities of the programme.

The programme functions as a coherent whole, enabling a young person to navigate from one action to another in logical sequence.

YOUTH PROGRAMME	
Period	2000 - 2006
Beneficiaries	<p>The Youth programme targets those in the 15-25 age group legally resident in one of the 15 EU countries or in the other countries taking part in the programme. Action 2 - European Voluntary Service - is open to young people aged 18-25.</p> <p>Support under the programme is available to:</p> <ul style="list-style-type: none"> • groups of young people wishing to take part in an exchange of young people or to launch an initiative in their local community; • young people wishing to undertake European voluntary service; • young volunteers who, after their period of voluntary service, wish to mount a project based on their experience; • youth organisations; • youth leaders; • project leaders or organisers; • local authorities; • any organisation working in the voluntary sector; • youth policy leaders and coordinators at local, regional, national and Community levels; • all those who in one way or another are involved in youth-related matters and non formal education. <p>Generally speaking, applications should be made through organisations or institutions, but they may also be made by informal groups of young people and even young people individually.</p>
Objectives	<p>The main objectives of the programme are as follows:</p> <ul style="list-style-type: none"> • to allow the young to acquire knowledge, skills and abilities which can serve them in their future development; • to promote an active contribution by young people to the building of Europe through their participation in transnational exchanges; • to involve the young in community life and allow them to become responsible citizens; • to encourage young people's initiative, enterprise and creativity so that they may take an active role in society while at the same time stimulating recognition of the value of informal education acquired within a European context; • to support the fight to promote respect for human rights and to combat racism and xenophobia; • to reinforce cooperation in the field of youth.
Actions	<p>The following actions will be carried out under the programme:</p> <ul style="list-style-type: none"> • European Voluntary Service: participation by a young volunteer from 18 to 25 years of age, in a Member State other than the one in which he is living, or in a non-member country, in a non-profit-making and unpaid activity which is of value to the community and lasts for a limited period (12 months at the most); • Youth for Europe: mobility activities for groups of young people (from 15 to 25) based on transnational partnerships; • Initiative for youth: support for innovative and creative projects being promoted by young people; • Joint actions: Community aid may be provided for actions undertaken jointly with other Community schemes in the field of knowledge policy; <p>Various support measures: activities for cooperation, education and information.</p>
Financial Resources	520 million euro

Web site	www.europa.eu.int/comm/education/youth.html www.europa.eu.int/comm/youth/program/index_en.html
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2. Socrates II.

<p style="text-align: center;">Opportunity.</p> <p>Socrates is the European programme for education. Its aim is to promote the European dimension and to improve the quality of education by encouraging cooperation between the participating countries.</p> <p>The programme sets out to develop a Europe of knowledge and thus better cater for the major challenges of this new century: to promote lifelong learning, to encourage access by everybody to education, to acquire qualifications and recognised skills.</p> <p>Submission and selection of applications for grants vary considerably depending on whether the action is a centralised action managed by the European Commission or a decentralised action managed by the National Agencies designated by the participant countries (for further details see below the description of the different Socrates actions).</p>

SOCERATES II	
Period	2000 - 2006
Beneficiaries	<p>Socrates targets all players involved in education:</p> <ul style="list-style-type: none"> • pupils in compulsory schooling, students and people of all ages going back into education; • teachers in training or in service, education, administrative and managerial staff; • education establishments of all types; <p>any other external players interested: public servants and decision-makers, local and regional authorities, parents, associations, the social partners, the business sector, associations and NGOs, etc.</p>
Objectives	<p>Socrates has five key objectives:</p> <ul style="list-style-type: none"> • to strengthen the European dimension of education at all levels; • to improve knowledge of European languages; • to promote cooperation and mobility throughout education; • to encourage innovation in education; • to promote equal opportunities in all educational sectors. <p>Socrates supplements action taken by the Member States while fully respecting their responsibility when it comes to the content of education and the organisation of their education system, as well as their cultural and linguistic diversity.</p>
Actions	<p>Socrates consists of eight actions:</p> <p>The first three correspond to the three phases which comprise the lifelong learning process: school, university and adult education. The other five are horizontal actions.</p> <ol style="list-style-type: none"> 1. Comenius: school education. 2. Erasmus: higher education. 3. Grundtvig: adult education and other education pathways. 4. Lingua: learning and teaching of European languages. 5. Minerva: information and communication technologies in education. 6. Observation and innovation of education systems and policies. 7. Joint actions with other European programmes. 8. Accompanying measures.
Activities	<p>The Socrates programme supports the following types of activity:</p> <ul style="list-style-type: none"> • transnational mobility for people in the sphere of education in Europe; • pilot projects based on transnational partnerships designed to stimulate innovation and quality in education; • promotion of language skills and understanding of different cultures; • use of the information and communication technologies (ICT) in education; • transnational cooperation networks which facilitate exchange of experience and best practice; • observation and comparative analysis of education systems and teaching policies;

	<ul style="list-style-type: none"> activities designed to exchange information, disseminate best practice and foster innovation.
Financial Resources	EUR 1.850 million over period.
Web site	<ul style="list-style-type: none"> Socrates National Agency in your country http://europa.eu.int/comm/education/socrates/nat-est.html browse the European Commission's Socrates website: http://europa.eu.int/comm/education/socrates.html

3. Leonardo da Vinci.

Opportunity.
<p>The Leonardo da Vinci Community vocational training action programme, introduced in 1994, is now entering its second phase, which will run from 1 January 2000 to 31 December 2006.</p> <p>Promoting a Europe of knowledge is central to the implementation of the programme, which seeks to consolidate a European co-operation area for education and training.</p> <p>The programme actively supports the lifelong training policies conducted by the Member States. It supports innovative transnational initiatives for promoting the knowledge, aptitudes and skills necessary for successful integration into working life and the full exercise of citizenship, and affords scope for links with other Community initiatives - particularly the Socrates and Youth programmes - by supporting joint actions.</p> <p>The broad lines of this second phase are set out in the Council Decision of 26 April 1999 (OJ L146 of 11 June 1999), which affirms the need to develop quality, innovation and the European dimension in vocational training systems and practices through transnational co-operation.</p> <p>Multi-annual Community calls for proposals are planned for the periods 2000-2002, 2003-2004 and 2005-2006. The calls will set up the annual deadlines for the submission and selection of proposals and will specify particularly the priorities for these calls.</p>

LEONARDO DA VINCI	
Period	2000 - 2006
Beneficiaries	<ul style="list-style-type: none"> The programme targets a very wide audience. Anyone (young people, adults in initial training or other target publics) can receive a grant under the programme but requests for project funding may not be submitted in an individual capacity. Leonardo da Vinci is, however, open to public and private sector organisations and companies operating in the field of training, or concerned by vocational training issues, and grouped in an international partnership. This includes: <ul style="list-style-type: none"> vocational training establishments, centres and organisations at all levels, including universities; research centres and organisations; the business sector, including SMEs and the craft industry; professional organisations (including chambers of commerce); the social partners; local and regional authorities and organisations; non-profit-making associations; voluntary organisations and NGOs.
Objectives	<p>In specific terms, Leonardo da Vinci pursues three central aims: to facilitate occupational integration, improve the quality of training and access to this training, and to boost the contribution of training to innovation. It thus sets out to:</p> <ul style="list-style-type: none"> strengthen the skills and competences of people, young people in particular, through initial vocational training at all levels. This may be achieved, <i>inter alia</i>, through work-linked training and apprenticeships with a view to promoting employability and facilitating occupational integration and reintegration; improve the quality of, and access to, continuing vocational training and the lifelong acquisition of skills and competences with a view to developing adaptability, particularly in order to consolidate technological and organisational change; promote and strengthen the contribution of vocational training to the process of

	<p>innovation, to improve competitiveness and entrepreneurship, and, in particular, to create new job opportunities. Special attention will be paid in this respect to fostering cooperation between vocational training institutions, including universities and the business sector (particularly SMEs).</p> <ul style="list-style-type: none"> • Under these objectives the emphasis is on: • lifelong training; • the use of new information and communication technologies (ICTs); • the participation of SMEs and craft industry; • support for the most vulnerable categories on the labour market, including disabled people; • the principle of equal opportunities for men and women; • strengthening the partnership between a wide range of players from all walks of life.
Actions	<p>The programme provides for five types of Community measures, which correspond to five specific types of activity.</p> <p>1) Mobility: support for transnational mobility projects for people in vocational training, especially young people, and for those responsible for training. There are three possible options:</p> <p>a) Transnational <i>placement</i> projects:</p> <ul style="list-style-type: none"> • for people in initial training in vocational training institutions or in a company; • for students: in a company; • for young workers and recently-qualified persons: in vocational training institutions or in a company. <p>b) Transnational <i>exchange</i> projects: these may be for trainers, occupational guidance specialists or mentors;</p> <p>c) <i>Study visits</i>: for those responsible for vocational training, including the social partners.</p> <p>2) Pilot projects: support for transnational pilot projects to develop and transfer innovation and quality in vocational training, including actions focusing on the use of information and communication technologies in training. Pilot projects will provide special support to a limited number of thematic actions of particular Community interest.</p> <p>3) Language skills: support for schemes to promote language and cultural skills in vocational training by means of two types of project:</p> <p>a) transnational pilot projects: these concern teaching material and innovative pedagogical methods tailored to the specific needs of each occupational area and economic sector;</p> <p>b) transnational exchange projects: these are mainly to improve the language and cultural skills of trainers and mentors responsible for the pedagogic supervision of people taking part in mobility programmes.</p> <p>4) Transnational networks: these aim to assemble, distil and build on European expertise and innovatory approaches, improve the analysis and anticipation of skills requirements, and disseminate the outputs and results of networks and projects throughout the Union.</p> <p>5) Reference material: comparison of data, surveys and analyses, observation and dissemination of good practice, in conjunction with the Statistical Office (Eurostat) and the European Centre for the Development of Vocational Training (CEDEFOP).</p>
Financial Resources	<p>The total budget for Leonardo da Vinci is EUR 1.15 billion over seven years.</p>
Web site	<ul style="list-style-type: none"> • For all general information on Leonardo da Vinci consult the Internet site at the following address: http://europa.eu.int/comm/education/leonardo.html • To find European partners you can visit the following Internet site: http://www.leonardodavinci.net/psd/ • For advice on organising a project or concerning a training period in another country, more detailed information is available from the National Agencies <p>In addition, the European Centre for the Development of Vocational Training (CEDEFOP) produces information on exchange programmes for public decision makers and on vocational training policies in the Member States of the European Union and in the countries of the European Economic Area (EEA): http://www.cedefop.eu.int</p>

4. Tempus.

Opportunity.

Tempus is the trans-European programme of cooperation in higher education, established in 1990. As part of the programmes providing assistance for economic and social reform in the countries of central and eastern Europe (PHARE) and the republics of the former Soviet Union and Mongolia (TACIS), Tempus is a Community aid scheme for the restructuring of higher education systems in these countries in order to adapt them to the requirements of a market economy.

All Tempus projects must be submitted on official forms by the closing dates indicated. The projects are then submitted to a selection and assessment procedure.

TEMPUS	
Period	2000 - 2006
Beneficiaries	<p>Tempus/PHARE: the non-associated countries of central and eastern Europe eligible for economic aid under the PHARE programme. These currently are: Albania, the former Yugoslav Republic of Macedonia (FYROM), Bosnia-Herzegovina and Croatia in 2000.</p> <p>Tempus/TACIS: all the republics of the former Soviet Union are taking part in the programme: Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Uzbekistan, the Russian Federation, Tajikistan, Turkmenistan and Ukraine.</p> <p>The Tempus programme is open to all G-24 countries. Non-EU Member States (Australia, Canada, USA, Iceland, Japan, Norway, New Zealand, Switzerland and Turkey) are required to finance their participation from their own budgets. The programme is also open to the countries of central and Eastern Europe which are preparing for accession</p>
Priority areas	<p>Tempus involves three priority areas of cooperation:</p> <ul style="list-style-type: none"> • questions concerning the development and readjustment of education programmes in the priority areas; • reform of higher education structures and establishments, and their management; <p>development of training leading to qualifications to bridge the gap that exists in advanced skills of the kind that are adapted to the economic reform process, particularly by improving and increasing links with the industrial world.</p> <p>Each year, the Commission asks the partner countries to define the priority subject areas for which applications will be invited.</p>
Actions	<p>The following actions are pursued under the Tempus programme:</p> <p>Joint European projects (JEP).</p> <p>These projects, funded for a maximum of three years, associate at least one university in a partner country, one university from a Member State and a partner establishment (university or company) in another Member State.</p> <p>They can provide support for:</p> <ul style="list-style-type: none"> • joint teaching and training actions particularly with a view to creating new courses, developing and restructuring existing teaching programmes, developing university capacity with regard to continuing training and refresher training, setting up short intensive courses, developing distance teaching systems; • measures for the reform and development of higher education and its capacity, particularly by restructuring the management of establishments and higher education systems, by modernising existing infrastructures through the purchase of the equipment needed to implement a JEP and, where appropriate, by providing technical and financial assistance to the authorities responsible; • promotion of cooperation between the university and the social and economic players, including industry, through joint actions; • increasing the mobility of teachers, university administrative staff and students under JEPs. <p>Individual grants.</p> <p>Individual grants may be paid to teachers, trainers, university administrators, senior ministerial</p>

	<p>officials, education systems managers and other experts in training, from partner countries or countries of the EU, for visits to promote quality, develop and restructure higher education and training in the partner countries.</p> <p>Student mobility, it should be noted, can only be considered as part of a JEP.</p> <p>The universities taking part in the JEPs propose the applications of students who should benefit from mobility in the partner university in the central or eastern European country (for Community students) or a partner university in an EU Member State (for students from the countries of central and eastern Europe).</p>
Financial Resources	<p>Tempus/PHARE</p> <p>From 1990 to 1999 Tempus/PHARE actions received approximately EUR 720.9 billion, the portion given over to Tempus by the partner countries varying in line with their wishes from 10 to 25% of the PHARE budget made available for each of them.</p> <p>Tempus/TACIS</p> <p>From 1993 to 1999 Tempus/TACIS actions received almost EUR 130.2 billion, the portion set aside for Tempus representing approximately 5% of the annual TACIS budget.</p>
Web site	http://europa.eu.int/comm/education/tempus/home.html

5. Culture 2000.

Opportunity.	
<p>The Culture 2000 programme is the first Community framework programme in the area of culture. Its aim is to help build up a common cultural area for the peoples of Europe, characterised both by a common heritage and by cultural and artistic diversity.</p> <p>It seeks to encourage cultural creation and mobility, access to culture for all, the dissemination of art and culture, intercultural dialogue and knowledge of the history of the European peoples. It also accords culture a social integration and socio-economic development role.</p> <p>The European Commission implements the programme with the aid of a management committee. It selects projects on the basis of the opinions of a panel of independent experts.</p> <p>Created to promote artistic and cultural cooperation in Europe and to move towards a common cultural area, the Culture 2000 programme supports artistic and cultural projects with a European dimension, at the level of their creation, their organisation and their implementation. Activities supported by this programme include festivals, master classes, exhibitions, new productions, tours, translations and conferences. They are intended for artists and cultural operators, as well as for a broader audience, in particular young people and those who are socially or economically disadvantaged. Most of the projects include a multimedia dimension, in particular via the creation of Internet sites and discussion forums.</p> <p>Projects are selected on the basis of a call for proposals published at the start of each year in the Official Journal of the European Communities.</p>	

CULTURE 2000	
Period	2000 - 2006
Beneficiaries	<p>So far, participants from 30 European countries have taken part in the Culture 2000 programme: the 25 EU Member States (Austria, Belgium, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, Spain, Sweden, the United Kingdom, the Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia, Slovenia, Cyprus and Malta; the three countries of the European Economic Area (the EEA - Iceland, Liechtenstein and Norway) and the following two candidate countries: Bulgaria and Romania. Memoranda have been signed with each of these countries.</p>
Objectives	<p>The main objectives are:</p> <p>mind:</p> <ul style="list-style-type: none"> • dialogue and mutual knowledge of culture and history; • transnational dissemination of culture and the movement of artists, creators and other cultural operators and professionals and their works, with a strong emphasis on young and socially disadvantaged people; • the highlighting of creativity and the development of new forms of cultural expression; • highlighting, at the European level, the common cultural heritage of European

	<p>significance;</p> <ul style="list-style-type: none"> • taking into account the role of culture in socio-economic development; • the fostering of intercultural dialogue and the explicit recognition of culture as an economic factor and as a factor in social integration and citizenship.
<p>Actions</p>	<p>Specific one-year actions ("Action 1") Duration : one year (with the possibility of an extension). European support : between €50 000 and €150 000 per project. Implemented through a partnership or in the form of a network, these actions should involve operators from at least three participating countries. They should be innovative or experimental in nature.</p> <p>The projects supported within this context should pursue one or more than one of the following objectives :</p> <ul style="list-style-type: none"> • To foster citizens' access to and participation in culture; • To encourage the emergence and development of new forms of cultural expression; • To improve access to books and reading, as well as the training of professionals in the sector; • To conserve, share, promote, and preserve the common cultural heritage; • To support the creation of multimedia products, while seeking to make them more accessible to all; • To support initiatives, exchanges, and cooperation between those involved in cultural and sociocultural activities working for social integration; • To promote intercultural dialogue; • To foster the live dissemination of cultural events, using the new technologies of the information society. <p>Multannual activities within the context of transnational agreements ("Action 2") Duration: from a minimum of two years to a maximum of three years. European support: up to €300 000 per project per year. Relying on networks of operators and of cultural bodies or institutions, these actions should involve co-organisers from at least five participating countries. They aim to foster durable cooperation through highly structured, quality projects with a broad European dimension, and should be in the context of multiannual transnational cooperation agreements.</p> <p>The following are eligible for cofinancing under this heading : Co productions and actions encouraging the circulation of works and other cultural events within the European Union, with a view to making them accessible to the greatest possible number; Actions promoting the mobility of artists, creators, and others involved in culture; Further training for cultural professionals; Projects highlighting cultural sites; Projects in the fields of research, public awareness, education and the dissemination of knowledge, seminars, conferences, and meetings on cultural topics of European importance; Actions involving the use of new technologies; Projects aiming to promote cultural diversity, multilingualism, and the common cultural heritage.</p> <p>Special cultural events ("Action 3") Duration : depends on the events. European support : from €200 000 to €1 million per year for the "European Capitals of Culture", and usually between €150 000 and €300 000 per year maximum for other events such as the award of European prizes, European heritage laboratories, etc. Events supported in this context should be emblematic and should have a European scope.</p> <p>The following are supported under this heading : the European Capital of Culture and the European Cultural Month; actions that aim to encourage cultural dialogue, as well as symposiums to study questions of common cultural interest; the organisation of innovative cultural events that have a strong appeal and that are accessible to citizens in general; actions that aim to win recognition for and to highlight European artistic talent by means of, inter alia, European prizes;</p>
<p>Web site</p>	<p>www.europa.eu.int/comm/culture/eac/index_en.html</p>

6. MEDIA.

Opportunity.

MEDIA Plus is intended to follow up on the MEDIA II programme (1996-2000). The audiovisual is one the most popular sectors of EU economy, that's why a specific, dedicated programme was necessary for it.

MEDIA	
Period	2000 - 2006
Beneficiaries	The participating countries are the 15 Member States of the European Union, along with Iceland, Norway and Cyprus. MEDIA Plus will also be open to the countries of central and eastern Europe, and to any other European countries which have signed cooperation agreements with the EU providing for an audiovisual clause and subject to appropriate agreements with these countries
Objectives	<p>The programme's objectives are as follows:</p> <ul style="list-style-type: none"> • to enhance the competitiveness of Europe's audiovisual industry on the European and world markets, by supporting the development, distribution and promotion of European audiovisual works taking into account the emergence of new technologies; • to respect Europe's linguistic and cultural diversity; • to highlight Europe's audiovisual heritage, with particular emphasis on digitisation and networking; • to develop the audiovisual sector in those countries or regions which have low audiovisual production capacity and/or a limited geographical or linguistic area; • to strengthen the production and distribution sector, particularly among SMEs.
Actions	<p>MEDIA Plus covers two major sectors: MEDIA training and MEDIA development, distribution and promotion.</p> <p>1. MEDIA training. The MEDIA training programme is aimed at audiovisual professionals, trainers and firms operating in the audiovisual sector. It will provide support for commercial and legal training, training in the use of new technologies (in particular computer graphics and multimedia), and training for experienced scriptwriters in the publication and development of scripts for a non-national audience. MEDIA Plus will also encourage networking between trainers and professionals in the relevant countries.</p> <p>2. MEDIA development, distribution and promotion. This sector has four pillars: development, distribution, promotion and pilot projects.</p> <p>a) <i>Development</i> To assist the development of audiovisual content that appeals to audiences in Europe and on other continents, individual projects presented by European producers meeting this criterion (scenario writing, seeking financial and artistic partners, marketing studies) will be eligible for Community cofinancing (loans). Production companies will be encouraged, through grants (non-repayable), to develop packages of projects that meet a medium-term development strategy. Use of new technologies in particular will be encouraged.</p> <p>b) <i>Distribution</i> The distribution component comprises, in the case of <i>cinema</i>, a selective support scheme in the form of a reimbursable advance for distributors of European works to encourage networking and investment in distribution and in multilingual aspects (dubbing, subtitling and multilingual production). There will also be a system of automatic support, proportional to the number of seats sold, for non-domestic European films, to be reinvested in such a way as to develop European productions. Other forms of assistance, such as aid for the production of soundtracks for European films and aid for cinema operators to encourage them to screen a more significant proportion of European films in premiere cinemas for a minimum screening period, are also included in MEDIA Plus. In the case of <i>off-line distribution</i> (video cassettes, DVD), a system of automatic support will operate, subject to a requirement that the support be re-invested in the editing, distribution and promotion of European works. For <i>television</i>, aid will encourage cooperation between broadcasters belonging to different language zones. As regards the distribution of European works <i>on-line</i> (Internet, pay-per-view, etc.), the aim is</p>

	to encourage the development of catalogues of works in digital format. c) <i>Promotion</i> As regards promotion, the programme measures aim to help professionals get into the European and international markets, particularly by increasing their presence on the main professional markets and at festivals, and by making best use of European programme catalogues. d) <i>Pilot projects</i> The will assist, among other things, in the digitisation of European audiovisual programme archives.
Financial Resources	The budget proposed for the five year period is EUR 400 million: EUR 50 million for the training part and EUR 350 million for development, distribution and promotion.
Web site	http://europa.eu.int/comm/dg10/avpolicy/media/index_en.html

7. The EU-US Cooperation programme.

Opportunity.
<p>On the 18th of December 2000, the European Community and the United States of America signed an Agreement renewing the 1995-2000 cooperation programmes on higher education and vocational training. The 2001-2005 EC-US Programme effectively entered into force on the 1st of March 2001.</p> <p>Due to budget difficulties on the US side the joint EU-US call for proposals for 2005 in the field of higher education and vocational training is suspended. A new announcement will be made as soon as possible as to whether the call will be resumed or cancelled.</p>

EU-US COOPERATION PROGRAMME	
Period	2000 - 2006
Beneficiaries	<p>The programme is based on the development of a consortium of higher education and vocational training institutions or organisations in the twenty-five Member States of the European Union (Austria, Belgium, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, the Slovak Republic, Slovenia, Spain, Sweden, United Kingdom), and the US.</p> <p>Each joint consortium must involve a minimum total of six partners. This must include a minimum of three European higher education or training institutions from at least three different Member States of the European Union and three different states in the US.</p> <p>Membership may involve higher education or vocational education and training institutions and organisations, including industry and business groups, non-governmental organisations, publishers, government departments, chambers of commerce, and research institutes as defined below. Complementary activities may also involve as partners other education institutions, organisations and associations. For the purpose of this programme:</p> <ul style="list-style-type: none"> • "higher education institution" means any establishment according to the applicable laws or practices which offers qualifications or diplomas at the higher education level, whatever such establishment may be called; • "vocational education and training institution" means any type of public, semi-public or private body, which, irrespective of the designation given to it, in accordance with the applicable laws and practices, designs or undertakes vocational education or training, further vocational training, refresher vocational training or retraining; and • "students" means all those persons following learning or training courses or programs that are run by higher education or vocational education and training institutions.
Objectives	<p>The programme aims primarily at promoting understanding between the peoples of the European Community and the United States of America and improving the quality of their human resource development.</p> <p>To achieve these objectives the programme supports innovative, multilateral, student-centred projects with the potential to stimulate substantive and long-lasting structural and transatlantic co-operation in higher education and vocational education and training. It may also support international education projects that give rise to new forms of cooperation between the United States and the European Community.</p>

	In addition, through the Fulbright-EU scheme, the programme supports the study of research and lecturing on European Community affairs and EC-US relations.
Activities	<p>The following activities are supported:</p> <ul style="list-style-type: none"> • Consortia Implementation Projects. The programme fosters institutional partnerships through three-year consortia implementation projects. Students benefit from having an international curriculum and cultural dimensions added to their studies through a combination of curricular innovation and study or training abroad • Consortia Preparatory Projects. Grants for one year consortia preparatory projects provide initial opportunities for developing and planning international cooperation for institutions that have little or no innovation and study or training abroad. • Complementary Activities. Grants for two years of complementary activities are designed to support the overall purpose of international curriculum development
Financial Resources	<p>The European Commission (DG EAC) supports the EU lead and partner institutions. The United States of America (FIPSE) supports the US lead and partner institutions.</p> <p>Consortia Implementation Projects will be funded up to 160.000 € for EU partners and \$210.000 for US partners.</p> <p>A small number of Consortia Preparatory Projects will be supported with a limit of 25.000 € for the EU partners and \$25,000 for the US partners.</p> <p>For Complementary Activities, The maximum grant for a two-year project is 80.000 € for the EU partners and \$80,000 for the US partners.</p> <p>For the three types of projects above the total amount of funding granted by the European Commission may not normally exceed 75% of the approved budget.</p>
Web site	http://europa.eu.int/comm/education/programmes/eu-usa/index_en.html

8. The EU-Canada Cooperation Programme.

Opportunity.
<p>On the 1st of March 2001, an agreement renewing the 1995-2000 cooperation programme on higher education and training between the European Community and Canada entered into force. While continuing the support towards cooperation in higher education, the renewed Programme puts greater emphasis on vocational education and training. Joint consortia will remain the main action of the Programme but the new agreement also offers some new possibilities for cooperation.</p> <p>The joint EU-Canada call for proposals in the field of education and vocational training is planned to be published in the course of February 2005 with a deadline for submissions of proposals two and half months from the date of the publication.</p>

EU-CANADA COOPERATION PROGRAMME	
Period	2000 - 2006
Beneficiaries	<p>The programme is based on the development of a consortium of higher education and vocational training institutions or organisations in the twenty-five Member States of the European Union (Austria, Belgium, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, the Slovak Republic, Slovenia, Spain, Sweden, United Kingdom), and Canada.</p> <p>Each multilateral partnership includes a minimum of three higher education or training institutions in three different Member States of the European Community and in two different Canadian provinces. Fourth and subsequent partners may be other types of organisations such as industry and business groups, non-governmental organisations, publishers, government departments, chambers of commerce, and research institutes. Programme funding is intended only for the higher education and training institutions in each consortium. For the purpose of this programme:</p> <ul style="list-style-type: none"> • "higher education institution" means any establishment according to the applicable laws or practices which offers qualifications or diplomas at the higher education level, whatever such establishment may be called; • "vocational education and training institution" means any type of public, semi-public or private body, which, irrespective of the designation given to it, in accordance

	<p>with the applicable laws and practices, designs or undertakes vocational education or training, further vocational training, refresher vocational training or retraining; and</p> <ul style="list-style-type: none"> • "students" means all those persons following learning or training courses or programs that are run by higher education or vocational education and training institutions.
Objectives	<p>The aims both for the European Community and for Canada are to promote closer understanding between the peoples of the European Community and Canada, including broader knowledge of their languages, cultures and institutions. To improve the quality of human resource development in both the European Community and Canada, including acquisition of skills required to meet the challenges of the knowledge-based economy.</p> <p>To reach these objectives the programme supports innovative, multilateral, student-centred projects with the potential to stimulate substantive and long-lasting structural and transatlantic co-operation in higher education and vocational training.</p>
Activities	<p>The Programme is a small-scale initiative supporting a limited number of original projects which can only or best be carried out through multilateral groupings. It is not intended to duplicate activities which are or can be carried out on a bilateral basis. Projects should be student-centred rather than oriented to research collaboration between partners. The activities supported by the Programme are Consortia Implementation Projects. These are funded for three years and should be sustainable beyond the period in which the Programme supports them. An important aspect of every project is the dissemination of products, outcomes and results. Projects should serve as a role model for their discipline or area. Project activities may include the development and dissemination of innovative international curricula, student mobility and the development of its organisational framework, structured exchanges and teaching assignments for teachers, trainers, administrators and other relevant specialists and the joint development and dissemination of web-based and computer-based technologies.</p>
Financial Resources	<p>The total funding for a three-year project will be up to 142,000 Euros for the EU partners and \$200,000 for the Canadian partners. The European Commission will support a maximum of 75 % of the total costs of the European side of the consortium.</p>
Web site	<p>http://europa.eu.int/comm/education/programmes/eu-canada/index_en.html</p>

9. Sixth Framework Programme – Priority Area IST

Opportunity.

European research activities are structured around consecutive four-year programmes, or so-called Framework Programmes. The Sixth Framework Programme (FP6) sets out the priorities - including the Information Society Technologies (IST) priority - for the period 2002-2006. These are the research activities that are eligible for funding under the IST priority.

FP6	
Period	2000 - 2006
Presentation	<p>2005-2006 Work Programme</p> <p>The Information Society Technologies (IST) Work Programme sets out in greater detail the objectives and scientific and technological priorities of the IST priority thematic area of the FP6 Specific Programme for "integrating and strengthening the European Research Area" (SP1). It defines the objectives and technical content of calls for proposals, the implementation plan and the criteria that will be used for evaluating proposals responding to these calls.</p> <p>It incorporates (in annex) the relevant section of the entire Work Programme of the Specific Programme "Integrating and Strengthening the European Research Area" from which it has been extracted.</p>
Web site	<p>http://www.cordis.lu/ist/workprogramme/fp6_workprogramme.htm</p>

EU Actions for Youth.

1. e-Learning.

e-LEARNING

The emergence of a knowledge-based economy should be a powerful factor for growth, competitiveness and job creation. To exploit this to the full, the European Council, meeting in Feira, Portugal on 20 June 2000, announced a global action plan for the period 2000-2003 entitled "eEurope".

The eLearning initiative is designed to give substance to the "education" and "training" headings of the eEurope plan.

The four action lines of the eLearning programme are:

Promoting digital literacy.

This will encourage the acquisition of new skills and knowledge that we all need for personal and professional development and for active participation in an information-driven society. It will also address ICT's contribution to learning, especially for those who, due to their geographical location, socio-economic situation or special needs, do not have easy access to traditional education and training.

European virtual campuses.

The priority here is to add a virtual dimension to European co-operation in higher education by encouraging the development of new organisational models for European universities (virtual campuses) and for European exchange and sharing schemes (virtual mobility). This action line will build on existing co-operation frameworks such as the Erasmus programme, giving them an e-learning component.

e-Twinning of schools in Europe and promotion of teacher training.

The objective here is to strengthen and develop networking among schools. All young Europeans, during their time at secondary school, should have the opportunity to participate, together with their teachers, in an educational project with their counterparts in other European countries. This experience could prove to be decisive in fostering a European dimension in education and awareness among young people of the European model of a multilingual and multicultural society. Internet-based learning communities will contribute to improving intercultural dialogue and mutual understanding.

The e-Twinning of schools will also help update teachers' and trainers' professional skills in the pedagogical and collaborative use of ICT. More details about eTwinning under <http://www.etwinning.net>.

Transversal actions for the promotion of e-learning in Europe.

Building on the eLearning Action Plan, these actions aim to promote best practice, products and services stemming from the many projects and programmes that have been funded at European or Member State level and strengthen co-operation between all those involved.

Particular emphasis will be placed on disseminating the results of e-learning projects and other relevant information, on the support to European networks, specific surveys, studies and events and on co-operation with existing international projects such as those of the OECD and UNESCO.

Implementation of this initiative requires a strengthening of cooperation between the Member States and the Commission, and the elaboration of a common vision, at European level, to reflect upon, and prepare education and training for future developments. Most of the resources that need to be mobilised are national but the deployment of European structural funds in the eligible regions, the mobilisation of

Community programmes in the digital sphere and the development of partnerships between public authorities and industry are important to complete the picture.

Strengthened cooperation is also foreseen in the framework of the European Schoolnet (EUN), an initiative established with 20 education ministries from EU, EFTA and certain EU applicant countries. Since the end of 1998, EUN has provided an opportunity for a large number of schools to work together on European projects, and to access substantial amounts information on educational networks in Europe.

Another worthwhile aim is for schools and training centres to develop, over time, as local centres of wide-ranging knowledge acquisition - open to all and with access to the most appropriate methods, bearing in mind the diversity of the target groups.

Finally, a comprehensive communication plan will seek to popularise the objectives of eLearning and to encourage a grassroots mobilisation of all concerned throughout Europe.

Web site: http://europa.eu.int/comm/dgs/education_culture/

2. Europass.

EUROPASS

Europass is designed to encourage mobility and lifelong learning in an enlarged Europe. It aims to help three million citizens make their qualifications and skills easily understood throughout Europe by 2010.

Europass brings together into a single framework several existing tools for the transparency of diplomas, certificates and competences. Helping citizens to better communicate and present their qualifications and skills throughout Europe, Europass will promote both occupational mobility, between countries as well as across sectors, and mobility for learning purposes.

Europass consists of five documents, available in all official EU languages:

- **Europass CV** – the CV is the backbone of the Europass portfolio. It is an improved version of the common European CV that was defined in the Recommendation of the Commission in March 2002 and which has already been downloaded more than 2 million times.
- **Europass Mobility** – the purpose of Europass Mobility is to record in a common format experiences of transnational mobility for learning purposes, so that the achievements of such experiences are easier to communicate. It is filled in by the home and host organisations involved. It will replace Europass-Training, which has been in operation for five years and was issued to about 100 000 persons.
- **Europass Diploma Supplement** – the diploma supplement is a personal document developed jointly with the Council of Europe and UNESCO which records the holder's educational record. It is provided by the same establishment that issues the diploma and should in principle be provided to all new higher education graduates from 2005.
- **Europass Certificate Supplement** – this is a supplement to a vocational education and training certificate, clarifying the professional qualifications of all individuals holding such qualifications.
- **Europass Language Portfolio** – the language portfolio is a document in which citizens can record their linguistic skills and cultural expertise. It was developed by the Council of Europe and is based on the Common European Framework of Reference for Languages that is becoming the European standard to identify the level of language skills.

Website: <http://europass.cedefop.eu.int/htm/index.htm>

3. Town Twinning.

TOWN TWINNING

The idea of town twinning originated after World War II when people realised that close cooperation with their neighbours was the only way forward. The initial objective was for towns from different European countries to exchange experiences in all areas of local life.

The European Commission's Town Twinning Programme was launched in 1989.

Through carefully targeted grants, it aims to strengthen existing links between the populations of the Member States, to improve their knowledge of other European countries and to raise awareness, through meetings of twinned towns and municipalities, of what European integration has achieved to date and what challenges remain. In particular, it encourages twinning arrangements where links have been limited in the past.

Accordingly, support is provided in two areas:

Town twinning.

The Commission encourages exchanges between towns in the Member States of the EU, and projects involving a Member State of the European Union and one of the countries of central and eastern Europe (including the Baltic states), Cyprus and Malta.

Three types of projects are eligible:

- exchanges between citizens from towns that are twinned or are setting up a new twinning scheme;
- conferences and meetings on European subjects, and activities designed to give a fresh impetus to the twinning concept;
- training seminars for organisers of town twinning schemes.

The golden stars of town twinning.

The "golden stars of town twinning" is an annual award to the towns which, with the help of the previous year's grants, have best contributed to European integration by forging closer links between their respective citizens.

4. Netd@ys-europa.

Netd@ys-europa

Netd@ys is an initiative of the European Commission promoting the use of new media (multimedia, Internet, videoconference or new audio-visual facilities) in the area of education and culture culminating in a showcase of online and offline events during the Netd@ys week in November the 22nd to the 27th.

When it was first launched in 1997, Netd@ys focussed on raising awareness of new media, sounds and images as resources for learning and teaching. As this has largely been achieved, Netd@ys now focuses more on the quality and educational content of the ventures grouped under its umbrella and encourages linking and partnerships between educational and cultural organisations and companies in both the public and private sectors.

Netd@ys provides an open platform for all those who are willing to display their experiences of educational and cultural networking and who wish to develop international links with the creative use of new media in day-to-day learning.

Netd@ys is the culmination of numerous individual projects, which will be 'showcased' during the 'Netd@ys week' on November 22 to 27. The week will see the presentation of a lively and colourful kaleidoscope of projects reflecting the enthusiasm and creativity of a multitude of partners.

Netd@ys 2004 is open to all who would like to use new media as a tool to create an educational and cultural project. Project initiators can be schools, youth clubs, universities and other educational or cultural organisations such as training centres, museums, theatres, cinemas and libraries and local authorities. Those organisations, which have expertise in promoting dialogue between cultures, schools, universities or NGOs, for example, will be particularly welcome to participate. Netd@ys is aimed in particular at young people, i.e., those people in the **15 to 25 age range**.

A 'Project' refers to the initiatives, ideas, ventures you have and make to participate in Netd@ys. Projects should demonstrate the use of online technology in learning, teaching and discovery on the Netd@ys theme: 'Dialogue between Cultures and Image'. (Criteria number 1) Projects can happen at any time of the year but they must have a special activity for Netd@ys week, 22 to 27 November 2004, when all the projects will be showcased. (Criteria number 2)

Participants should develop projects, which provide information and advice on dialogue between cultures, preferably in collaboration with other individuals or organisations (Criteria number 3). Netd@ys 2004 projects can, for example:

- Develop and present new educational concepts using online media.
- Create and exchange training and learning material on the Internet.
- Encourage the development of artistic skills.
- Create new electronic networks or extend existing networks and public access (libraries, for example).
- Include awareness-raising activities, such as open-door events or producing web pages on different themes;
- Involve elements of 'young people teaching young people', 'young people teaching parents', etc.

5. Europe-direct.

EUROPE-DIRECT

The Europe Direct service, set up at the request of the Member States, was launched in June 1998 at the time of the Cardiff European Council.

Europe Direct is a help desk for members of the general public who are seeking answers to questions about Europe - be it information about their rights under EC legislation, or about any other European issue.

The new service makes use of call centre technology, and uses e-mails and the Internet. It opens up a two-way channel of communication between the public and the European Institutions as well as opening up access for citizens to European information by referring them to contact points in the Member States.

A "letterbox" is available via the Europa server, offering access to all the European institutions. See:

http://europa.eu.int/europedirect/en/index_en.html

Europe Direct operates on two levels. The first level is the call centre which deals with general questions. The second is the European Commission itself. In addition, there are special external services to provide answers to questions from specific groups.

Europe Direct is accessible in all the official languages of the European Union and can be consulted by using the freephone numbers accessible in all Member States.

These phone numbers can be found on the following website:

http://europa.eu.int/europedirect/phones_en.html

III. Call for proposal: next deadlines.

This paragraph reports any presentation projects deadlines regarding youth programmes. In particular there are underlined:

- Next deadlines expected of any EU Programmes;
- Any anticipations of next publications of call for proposal.

YOUTH PROGRAMME

Each year there is the opportunity to present projects in the framework of Youth Programme. The deadlines are the same each year.

For the projects regarding the expected Countries.

For beginning project	Deadline for application
From 1° May to 30 September	1° February
From 1° July to 30 November	1° April
From 1° September to 31 January	1° June
From 1° December to 30 April	1° September
From 1° February to 30 June	1° November

For the projects regarding Third Countries:

For beginning projects	Deadline for application
From 1° July to 31 December	1° February
From 1° November to 30 April	1° June
From 1° April to 30 September	1° November

TEMPUS

Each year there is the opportunity to present projects in the framework of Youth Programme. The deadlines are the same each year.

- 15 December; European Common Projects.
- 15 February.

CULTURA 2000

Next call for proposal will be published in 2005 spring.

FP6

Next deadlines are reported in the following scheme.

Call for proposal identification	Publication date	Deadline	Funding
FP6-2004-IST-4	16 November 2004	22 March 2005	EUR 1.120 millions
FP6-2004-IST-5	17 May 2005	21 September 2005	EUR 638 millions

Conclusion.

The European Union today is an open opportunity space for all, for youth in particular. The EU now offers different chances for any kind of future project: study, training, work, volunteering, entrepreneurship,...

Europe means opportunities: take them!

Glossary.

Culture

Whilst the will to conduct cultural activities at European level was apparent as early as the 1970s, it was not until 1991 that culture was officially given a place in European integration, through Article 151 of the Maastricht Treaty, which states that "The Community shall contribute to the flowering of the cultures of the Member States, while respecting their national and regional diversity and at the same time bringing the common cultural heritage to the fore".

To create a real European cultural area, the Union is called upon to promote cooperation between the Member States and, if necessary, to support and complement their activities in the following areas:

- the dissemination of the culture and history of the European peoples;
- the conservation of cultural heritage of European significance;
- non-commercial cultural exchanges;
- artistic, literary and audiovisual creation;
- cooperation with third countries and the competent international organisations.

For ten years, the Commission supported cultural cooperation via three experimental programmes in this sector covering the performing, plastic and visual arts, heritage and books (Kaledoscope, Ariane and Raphael). The European Community has also supported the Member States' initiative to designate a 'European City of Culture' each year since 1985.

In 2000, the Commission adopted the Culture 2000 framework programme, a new approach to cultural action. The aim of this programme is to create a common cultural area by promoting cultural dialogue, the creation and dissemination of culture and the mobility of artists and their works, European cultural heritage, new forms of cultural expression and the socio-economic role of culture.

Cultural cooperation in Europe is also promoted by specific activities funded by other European programmes than Culture 2000, in particular activities performed in the context of economic, research, education, training and regional development aid policies that also promote cultural cooperation. This cooperation is interpreted broadly, as most of the programmes are open to the member countries of the European Economic Area and the candidate countries, and third countries and international organisations are also involved.

Information Society

The information society is synonymous with what is meant by "new information and communication technologies" (ICT). Since the beginning of the 90s, the new ICT have been booming. The universal use of electronic exchanges of information, convergence towards digital technologies, the exponential growth of the Internet and the opening up of telecommunications markets are all signs of this change.

The information society is revolutionising many areas of everyday life, particularly access to training and knowledge (distance learning, e-learning related services), work organisation and mobilisation of skills (teleworking, virtual companies), practical life (e-health services) and leisure. It is also providing new opportunities in terms of participation of citizens by making it easier to express opinions and points of view. However, these positive advances go hand-in-hand with new concerns: mass use of the Internet means that steps have to be taken against new criminal behaviour, pirating, and questions of protection of personal data and intellectual property. Moreover, the information society may contribute to the marginalisation of certain sections of society by emphasising social inequalities.

In the light of these potential benefits and threats, the European Union has placed the information society at the heart of its strategy for the 21st century. Among other things it has launched a series of support and promotion actions (eEurope action plan) and adopted measures aimed at controlling and limiting the risks associated with the development of the information society such as an action plan aimed at promoting safe use of the Internet and combating unlawful and harmful messages.

Structural Funds and Cohesion Fund

The Structural Funds and the Cohesion Fund are part of the Community's structural policy, which is intended to narrow the gaps in development among the regions and Member States of the European Union. The Funds participate fully, therefore, in pursuing the goal of economic and social cohesion.

The budget allocated to the Community's regional policy for the period 2000-06 is EUR 213 billion, comprising EUR 195 billion for the Structural Funds and EUR 18 billion for the Cohesion Fund. It represents 35% of the Community budget, and is therefore the second largest budget item.

There are four Structural Funds:

- The European Regional Development Fund (ERDF), set up in 1975, is the largest of these. It provides support for the creation of infrastructure, productive job-creating investment, mainly for businesses, and local development projects.
- The European Social Fund (ESF), set up in 1958, contributes to the integration into working life of the unemployed and disadvantaged sections of the population, mainly by funding training measures.
- The European Agricultural Guidance and Guarantee Fund (EAGGF), also set up in 1958 as a financing tool for the common agricultural policy, has two sections: a "Guidance" section providing support for rural development and aid for farmers established in areas lagging behind in their development and a "Guarantee" section financing common market organisations along with rural development measures in other parts of the Community;
- The Financial Instrument for Fisheries Guidance (FIFG) was created in 1993. It seeks to adjust and modernise equipment and material in the sector and to diversify the economies of areas dependent on fishing.

In order to improve the effectiveness of Community action during the period 2000-06, the Commission communication "Agenda 2000" proposed an extensive reform of the structural policy whose financial implications were established at the Berlin Council meeting in 1999. This reform increased the concentration of assistance and simplified the procedures for its allocation and management by reducing the number of priority objectives to three:

- Objective 1 contributes to the development and structural adjustment of the regions whose development is lagging behind and which have a per capita GNP of less than 75% of the Community average;
- Objective 2 supports the economic and social conversion of areas with structural difficulties such as those undergoing economic change, declining rural areas and areas dependent on fishing, problem urban areas, and geographical areas with serious natural or demographic handicaps;
- Objective 3 supports the adjustment and modernisation of policies and systems of education, training and employment for regions outside the regions eligible for Objective 1.

In the same period, there are also four Community initiatives designed to try out new forms of development to deal with specific difficulties. They will receive 5.35% of the allocation for the Structural Funds:

- Interreg III has the goal of stimulating cross-border, transnational and inter-regional cooperation;
- Leader + seeks to promote the socio-economic development of rural areas;
- Equal provides for the development of new practices to fight against discrimination and inequalities of every kind in access to the labour market;
- Urban II encourages economic and social regeneration of depressed cities and suburbs.

A Cohesion Fund was set up in 1993 to further strengthen the structural policy. It is intended for countries with a per capita GNP of less than 90% of the Community average, that is to say, Greece, Spain, Ireland and Portugal. The purpose of the Cohesion Fund is to grant financing to environment and transport infrastructure projects.

WEB Bibliography.

Directorate-General for Education and Culture, EDUCATION AND CULTURE, Guide to programmes and actions.

www.europa.eu.int/comm/dgs/education_culture/publ/pdf/guide_ac/2003_en.pdf

Directorate-General for Education and Training.

www.europa.eu.int/comm/education/index_en.html

Commission web site on Youth Programme.

www.europa.eu.int/comm/youth/program/index_en.html

Cultura 2000 web site.

www.europa.eu.int/comm/culture/eac/index_en.html

VI Research and Technology Framework programme – Priority action IST.

www.cordis.lu/ist

WORK INFORMATION SOURCES.

RECRUITMENT /PERSONNEL SELECTION

- Agencies of the European Union.
http://www.europa.eu.int/agencies/index_en.htm
- **Career Opportunities/ European Personnel Selection Office**
http://www.europa.eu.int/epso/index_en.htm
- Committee of the Regions
http://www.cor.eu.int/en/service_tools/contact_us_recruitment_traineeships.htm
- Competitions
http://www.europa.eu.int/epso/competitions/conthome_en.htm
- Council of the European Union
http://ue.eu.int/cms3_fo/showPage.asp?id=316&lang=en&mode=g
- Court of Auditors
<http://www.curia.eu.int/en/infosprat/emploi.htm>
- Court of Justice
<http://www.curia.eu.int/en/infosprat/emploi.htm>
- Enlargement: recruitment of translators
http://www.europa.eu.int/translation_enlargement/index_en.htm
- European Central Bank
<http://www.ecb.int/ecb/jobs/html/index.en.html>
- European Economic and Social Committee
http://www.esc.eu.int/tgj/jobs/index_en.asp
- European Investment Bank
<http://www.eib.eu.int/jobs/>
- European Investment Fund
<http://www.eif.eu.int/jobs/>
- European Ombudsman
<http://www.euro-ombudsman.eu.int/recruit/en/default.htm>
- European Parliament
http://www.europarl.eu.int/competitions/default_en.htm
- Eurogol
<http://www.europol.eu.int/index.asp?page=jobopportunities&language=en>
- EUROSTAT
<http://epp.eurostat.cec.eu.int/portal/>
- Scientific Staff
http://www.europa.eu.int/comm/dgs/research/recruitment_en.html

ANNEX II

TRAINEERSHIP INFORMATION SOURCES.

TRAINEERSHIP

- Committee of the Regions
http://www.cor.eu.int/el/service_tools/contact_us_recruitment_traineeships.htm
- Council of the European Union
http://ue.eu.int/cms3_fo/
- Court of Auditors
http://www.eca.eu.int/services/job/services_job_index_en.htm
- Court of Justice
<http://www.curia.eu.int/en/infosprat/visite.htm>
- European Central Bank
<http://www.ecb.int/ecb/jobs/html/index.en.html>
- **European Commission**
http://www.europa.eu.int/comm/stages/index_en.htm
- European Economic & Social Committee
http://www.esc.eu.int/tgj/trainees/index_en.asp
- **European Parliament**
<http://www.europarl.eu.int/stages/default.htm>

CASE STUDY 1

Application for YOUTH Programme, Action 5, SUPPORT MEASURES.



Youth

**Application
for
YOUTH programme
Action 5
SUPPORT MEASURES
Innovative Co-operation, Training
and Information Projects
Call for proposals DG EAC 85/04**

Part I. Project identification and summary

Project number	
<i>To be filled in by the European Commission</i>	<i>Postmark / Date of receipt</i>

Title of your proposed project
<i>Please give a short title to your project.</i>

Priority themes
<i>Please tick the box (only one) corresponding to the theme of this project.</i>
<input type="checkbox"/> (1) Cultural diversity and tolerance <input type="checkbox"/> (2) Less favoured regions <input type="checkbox"/> (3) Eastern Europe and Caucasus - South East Europe <input type="checkbox"/> (4) Innovation in youth work <input type="checkbox"/> (5) Co-operation between local or regional authorities and youth NGOs

Project format
<i>Please tick the box (only one) corresponding to the project format.</i>
<input type="checkbox"/> Project format 1 <input type="checkbox"/> Project format 2 (combination of YOUTH Actions)

Duration of your project	
<i>Please indicate the total duration of the project from preparation to evaluation (= eligible period for costs linked to the project).</i>	
The project starts : (date when the first costs incur) ___ / ___ / ___	The project ends : (date when the last costs incur) ___ / ___ / ___
Total duration of the project activities (in months) :	_____
Venue(s) / Places where the project will take place :	_____

Part I. Project identification and summary (cont.)

Main themes for the activities

Please tick not more than 2 boxes.

- | | |
|---|--|
| <input type="checkbox"/> Art and culture | <input type="checkbox"/> Social exclusion (in general) |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Measures against delinquency |
| <input type="checkbox"/> Heritage protection | <input type="checkbox"/> Youth information |
| <input type="checkbox"/> Rural development | <input type="checkbox"/> Youth policies |
| <input type="checkbox"/> Urban development | <input type="checkbox"/> Youth leisure |
| <input type="checkbox"/> Equal opportunities | <input type="checkbox"/> Youth sports |
| <input type="checkbox"/> Anti-racism/xenophobia | <input type="checkbox"/> Media and communications |
| <input type="checkbox"/> Health | <input type="checkbox"/> European awareness |
| <input type="checkbox"/> Anti-drugs/substance abuse | <input type="checkbox"/> Other |

Summary of your project

Please give a short description of your project (maximum 200 words), including objectives, target groups, main activities and expected results. This summary should be filled in English, German or French, regardless of which language you use to fill in the rest of this application.

Inclusion: special considerations and other information

Does your project involve participants with fewer opportunities (from a less-privileged cultural, geographical or socio-economic background, or with disabilities) and/or special needs (special premises, additional accompanying person, dietary needs, mobility problems, health care, etc.)? If so, please describe.

Part II. Applicant

A. Details of the applicant organisation

Name	_____		
Street address	_____		
Postcode	_____	City	_____
Region	_____	Country	_____
Email	_____	Website	_____
Telephone	_____	Telefax	_____

Person authorised to sign the contract on behalf of the applicant (legal representative)

Family name (Mr/Ms)	_____	First name	_____
Position/function	_____		

Person in charge of the grant/finance

Family name (Mr/Ms)	_____	First name	_____
Position/function	_____		
Email	_____		
Telephone	_____	Telefax	_____

Person in charge of the project (contact person)

Family name (Mr/Ms)	_____	First name	_____
Position/function	_____		
Email	_____		
Telephone	_____	Telefax	_____

B. Profile of the applicant organisation

Status	<input type="checkbox"/> non-governmental	<input type="checkbox"/> public	<input type="checkbox"/> other	
Activity level	<input type="checkbox"/> local	<input type="checkbox"/> regional	<input type="checkbox"/> national	<input type="checkbox"/> international
	<input type="checkbox"/> European level non-governmental organisation (with member organisations in at least 8 Programme countries)			
Please give a short description of your organisation (regular activities, member of, etc.) :				

Part III. Partner organisation(s)

Please fill in this page for each of your partner organisation(s).

A. Details of the partner organisation			
Name	_____		
Street address	_____		
Postcode	_____	City	_____
Region	_____	Country	_____
Email	_____	Website	_____
Telephone	_____	Telefax	_____

Person in charge of the project (contact person)	
Family name (Mr/Ms)	_____ First name _____
Position/function	_____
Email	_____
Telephone	_____ Telefax _____

B. Profile of the partner organisation	
Status	<input type="checkbox"/> non-governmental <input type="checkbox"/> public <input type="checkbox"/> other
Activity level	<input type="checkbox"/> local <input type="checkbox"/> regional <input type="checkbox"/> national <input type="checkbox"/> international <input type="checkbox"/> European level non-governmental organisation (with member organisations in at least 8 Programme countries)
Please give a short description of the organisation (regular activities, member of, etc.) :	

C. Preliminary agreement of the partner organisation
Please enclose a letter of endorsement on the letterhead or with the official stamp of the partner organisation, stating name of the partner organisation, name of the project, type of participation of the partner organisation, outline of motivation to participate in the project and declaration of their capacity to actively participate in all phases of the project. Original signatures are required.

Part IV. Participants in the project

A. Information on countries, organisations, persons and roles in the project			
<i>Please list below the number of participants from each organisation, including trainers, speakers, support staff etc.</i>			
Country of residence	Organisation	Estimated number of persons involved in the project	Role: participant, manager, trainer, support staff, expert, youth group, etc.
<i>TOTAL</i>			

B. Information on the gender and age of persons involved in the project							
<i>Information is needed here about the composition of the group of people by country of residence participating in the project.</i>							
Country of residence	Total number of persons involved	Distribution by gender		Distribution by age group			
		Male	Female	< 15	15-17	18-25	> 25
<i>TOTAL</i>							

C. Special considerations and other information
<i>If there is anything else you would like to add regarding your participants and/or your project, please write it down here.</i>

Part V. Project description

Please consult the text of the Call for proposals.

The points below are intended to serve as a guide for your description of the proposed activities. The information that is requested will be very important in the selection process, and later for the running of the project.

A. Priority themes of the Call

Please describe in detail:

1) Objectives - What are you planning to do and why?

Please describe in detail:

- what you expect to achieve with this project with regard to the priority theme you have chosen,
- how the project will reflect the needs and working priorities of the partner organisations.

2) Working methods - How do you want to go about it?

Please explain how you intend to implement the project in the following priorities. Please comment on each of them. Please describe:

- the innovative aspects of your project and the new approaches you are going to introduce to the theme chosen;
- how you will involve young people and/or youth workers in the preparation, implementation and follow-up of the project and which other persons or groups may benefit from the project;
- how you will combine cooperation, training and information aspects in order to allow for a strong European / international dimension and an intensive learning process for participants;
- how you will ensure high visibility of your activities and the dissemination of the results;
- how you intend to achieve a multiplier effect of both the project in question and the YOUTH programme and how the envisaged activities can lead to sustainable impact and development in this respect;
- to what extent your project is based on intercultural working methods and non-formal education in a European / international context.

If your project refers to the project format 2 please explain in addition:

- how you will ensure the coherence with the criteria related to different Actions in the User's Guide, the diversity of the Programme and the effective synergetic use of different instruments chosen,
- what kind of contacts you have already established to additional partners/participants in the project.

B. Preparation - Evaluation

Please describe in detail:

1) Preparation - please explain:

- what kind of preparation you have done and will do, and
- the extent to which your partner organisations have been involved.

2) Follow-up and evaluation – How do you ensure the evaluation, follow-up and a sustainable impact of the project? Please give details:

- regarding evaluation during the project
- regarding evaluation and follow-up after the project is finished (meetings, presentations, material etc.)

C. Work Programme

Please attach a detailed work programme for the planned project activities. Explain how you intend to organise and co-ordinate activities with regards to the long-term format of your project.

Part VI. Budget

For information on funding rules and eligibility of costs please consult the text of the Call for proposals.

A. Budget summary (only for project format 1)

All items in euros

Estimated costs	Total	Accepted costs (to be filled in by the European Commission)
- Direct costs (please fill in the fields here below)		
Personnel costs		
Travel and board & lodging costs		
Costs for meetings, conferences, other events, etc.		
Production / dissemination / information costs		
Other costs		
- Indirect costs (up to 7% of all direct costs)		
Total estimated costs		

Estimated income	Name, description	Total	
International public institutions			
National/regional/local institutions			
Private donors			
Own resources (including partners')			
Other resources			
Grant requested from the YOUTH programme			
Total estimated income			

Please note that total estimated income should be equal to total estimated costs.

Signature of the legal representative
Name in capital letters :
Place, date : Signature :

B. Grant request (only for project format 2)**All items in euros**

For project format 2 please note that for the calculation of flat rates only standard flat rates as indicated in the YOUTH programme's User's Guide can be accepted. The flat rates are calculated on the basis of the number of participants and the duration of activity. The fixed amounts used for regular Action 1, 2 or 5 activities are not applicable here. Other eligible expenses should be presented as actual costs under coordination costs.

	Total estimated costs (100%)	Amount requested from the YOUTH programme	Amount granted (to be filled in by the European Commission)
Grant requested			
Funding for project co-ordination			
Coordination costs (up to 50%)			
Funding for project activities			
Travel costs (up to 50%)			
Visa and vaccination costs – if applicable (up to 50%)			
Sending activities costs (flat rates only)	(not applicable)		
Host activity costs (flat rates only)	(not applicable)		
Volunteer's allowance (flat rates only)	(not applicable)		
Participants' costs (flat rates only)	(not applicable)		
Advance planning visit (flat rates and travel costs up to 50%)			
On-arrival training – if applicable (up to 50%)			
Volunteer meetings – if applicable (up to 50%)			
Exceptional costs – if applicable (up to 50%)			

Total grant requested from the YOUTH programme		
---	--	--

Other funding

If you are receiving or applying for other European Commission or national funding for this project, please give details.

Programme, reference, amount :		
--------------------------------	--	--

Signature of the legal representative

Name in capital letters :

Place, date :

Signature :

C. Description of costs

All items in euros

(only for project format 1 and coordination costs in project format 2)*If the project includes several events/activities, please separate and indicate type and name of activity for each related item.*

Personnel costs						
<i>Please indicate the personnel costs directly induced by the activity (including names, functions, whether the person is directly recruited for this project and the related activities). Separate clearly internal staff of your organisation from the recruited personnel.</i>						
Name	Function	Tasks	Internal or recruited	Number of days/months	Salary day/month	Costs
<i>TOTAL PERSONNEL COSTS</i>						

Travel and board & lodging costs
<i>If applicable, please separate clearly the different activities/phases of your project (e.g. preparation, activity, follow-up, etc.) in the "specification" column.</i>

a) Travel					
<i>Please note that only cheapest means of transport and fares are subject to reimbursement (APEX airfare, 2nd class train ticket, etc.). Also include the local transport.</i>					
Specification	Number of persons	From	To	Means of transport	Costs
<i>Subtotal</i>					

b) Board & lodging costs				
Specification	Number of persons	Number of days	Cost per day	Costs
<i>Subtotal</i>				
<i>TOTAL TRAVEL AND BOARD & LODGING COSTS</i>				

Costs for meetings, conferences, other events, etc.				
<i>If applicable, please separate clearly the different phases of your project (e.g. preparation, activity, follow-up, etc.) in the "specification" column.</i>				
a) Rental of rooms				
Specification		Number of days	Cost per day	Costs
<i>Subtotal</i>				
b) Equipment hire				
Specification		Number of days	Cost per day	Costs
<i>Subtotal</i>				
c) Interpreting costs (including travel, accommodation and fees)				
Language from / to	Number of interpreters	Number of days	Cost per day	Costs
<i>Subtotal</i>				
d) Hire of booths for interpreting (including equipment)				
Specification		Number of days	Cost per day	Costs
<i>Subtotal</i>				
e) Fees for external speakers				
Specification	Name of speaker	Number of days	Cost per day	Costs
<i>Subtotal</i>				
TOTAL MEETING / CONFERENCE / SEMINAR AND TRAINING COURSE COSTS				

Production / dissemination / information costs

Please indicate costs for producing and distributing information documents and materials (CD-ROM, video, books, leaflets, etc.) including the estimated number of copies needed.

a) Production

Specification	Number of copies	Unit price	Costs
<i>Subtotal</i>			

b) Translation

Language from / to	Number of pages	Price / page	Costs
<i>Subtotal</i>			

c) Distribution

Specification	Number	Unit price	Costs
<i>Subtotal</i>			

d) Website

Specification	Costs
<i>Subtotal</i>	

TOTAL PRODUCTION / DISSEMINATION / INFORMATION COSTS

Other costs

Specification (Visa, insurance, etc.; administration only for project format 2)	Costs
<i>TOTAL OTHER COSTS</i>	

TOTAL ESTIMATED COSTS (SECTION C)

--

D. Calculation of grant request (only for project format 2)**All items in euros***If the project includes several activities, please separate and indicate type and name of activity for each related item.*

Travel costs						
<i>Please note that only cheapest means of transport and fares are subject to reimbursement (APEX airfare, 2nd class train ticket, etc.).</i>						
Name/type of activity	Organisation	Number of persons	From	To	Means of transport	Costs
<i>TOTAL</i>						

Visa and vaccination costs (if applicable)		
Name/type of activity	Specification	Costs
<i>TOTAL</i>		

Sending activities costs					
Name/type of activity	Organisation	Number of persons	Duration months / weeks / days	Flat rate	Total
<i>TOTAL</i>					

Host activities costs					
Name/type of activity	Organisation	Number of persons	Duration months / weeks / days	Flat rate	Total
<i>TOTAL</i>					

Volunteer's allowance					
Name/type of activity	Organisation	Number of persons	Duration months / weeks / days	Flat rate	Total
<i>TOTAL</i>					

Participants' costs					
Name/type of activity	Organisation	Number of persons	Duration months / weeks / days	Flat rate	Total
<i>TOTAL</i>					

Advance planning visit – actual travel costs

Please note that only cheapest means of transport and fares are subject to reimbursement (APEX airfare, 2nd class train ticket, etc.).

Name/type of activity	Organisation	Number of persons	From	To	Means of transport	Costs
<i>Subtotal</i>						

Advance planning visit – flat rate calculation

Name/type of activity	Organisation	Number of persons	Venue	Number of days	Flat rate per day	Total
<i>Subtotal</i>						
TOTAL ADVANCE PLANNING VISIT						

On-arrival training (if applicable)

Name/type of activity	Specification	Provided by	Costs
TOTAL			

Volunteer meetings (pre-departure training, mid-term and final evaluation meetings)

Name/type of activity	Specification	Provided by	Costs
TOTAL			

Exceptional costs (if applicable)		
<i>Please consult the overview of funding rules for exceptional costs as defined in the User's Guide.</i>		
Name/type of activity	Specification	Costs
		<i>TOTAL</i>

Part VII. Signature

I, the undersigned, certify that all information contained in this application is certified truthful and accurate and that no relevant information has been withheld.

By signing this application the applicant allows the European Commission to make available and to use all data provided in this form, for the purposes of managing the YOUTH programme. The data, on paper or electronically, will always be used respecting the privacy of individual persons.

The applicant undertakes to inform the European Commission of all changes affecting the activities as described in this form.

Applicant organisation

Name :

Legal representative

Name in capital letters :

Place, date :

Signature :

Contact person

Name in capital letters :

Place, date :

Signature :

Annex: Information concerning the Applicant

1. The Applicant's details

Please go to http://europa.eu.int/comm/budget/execution/legal_entities_fr.htm, choose the language and legal status of the Applicant, download the appropriate Legal Entity form, complete it and attach it to this form.

Please note that you must also attach proof of legal status, VAT number and/or photocopy of ID card/passport as detailed in the form you have downloaded and filled in.

2. The Applicant's bank account

Please go to http://europa.eu.int/comm/budget/execution/ftiers_fr.htm, choose the language and country of the Applicant, download the appropriate Financial Identification form, complete it in accordance with the instructions contained in the web page and attach it to this form.

Please note that you must have this form also signed or stamped by the Applicant's bank.

3. The Applicant's Declaration of Honour

Please go to http://www.europa.eu.int/comm/youth/call/index_en.html, download the form for Declaration of Honour, complete it and attach it to this form.

Please note that you must have this form stamped by the applicant organisation.

I certify that I have provided the information requested, completing the three forms downloaded from the internet and providing the proof to accompany the three forms.

Name in capital letters :

Place, date :

Signature :

CASE STUDY 2

GRANT APPLICATION FORM 2005. Call for applications - Budget heading ABB 15 04 02 01. "CULTURE 2000" FRAMEWORK PROGRAMME IN SUPPORT OF CULTURE.



EUROPEAN COMMISSION
Directorate-General for Education and Culture
Culture, Audiovisual Policy and Sport
Culture: policy and framework programme

GRANT APPLICATION FORM 2005
Call for applications - Budget heading ABB 15 04 02 01
“CULTURE 2000” FRAMEWORK PROGRAMME IN SUPPORT OF CULTURE

Introduction

Before completing this application form, please ensure that you have read and understood the specifications. It may be useful to consult a copy of the specifications while completing your application.

In particular, you will need to make sure that you provide all evidence and fulfil all conditions required under the new financial regulations of the European Commission. In this context, please carefully follow the application checklist when compiling the application.

In order to apply for a grant, please complete the application form and attach the required annexes at the end. Do not attach documents other than those requested in the specifications. Additional documents will not be considered and will not be returned.

Applications must be typed. **Hand-written applications will not be accepted.**

After filling in the application form, check that it is dated and signed. Submit the original and one copy to the following address:

European Commission
Policy development in the cultural sphere - Culture 2000 Framework Programme
B-100 - Office 5/21
B - 1049 Brussels
Belgium

Should there be any changes in your contact details at any moment during the selection procedure, please communicate it immediately to the same address, clearly indicating your project reference number.

Any applications faxed or sent by e-mail will not be accepted.

GENERAL THEME(S) ADDRESSED: For all projects: please tick the appropriate box(es) to indicate which general theme(s) your project addresses.

ANNUAL PROJECTS: Please tick the relevant box to indicate the cultural field under which your project should be considered for funding (Cultural Heritage, Performing Arts, Visual Arts, Translation, Books and Reading or Projects in third countries.. **Tick one box only**).

MULTIANNUAL COOPERATION AGREEMENT PROJECTS: Please tick the relevant box to indicate the cultural field under which your project should be considered for funding (Cultural Heritage, Performing Arts, Visual Arts or Books and Reading. **Tick one box only**).

GENERAL THEMES:

Please tick the theme(s) relevant to your project.

Addressing the citizen

New technology/media addressing creativity

Tradition and innovation; linking the past and the future

ANNUAL COOPERATION PROJECTS

One-year specific, innovative and/or experimental actions and translation projects

**Please tick the cultural field under which your project should be considered for funding.
You must only tick ONE field.**

CULTURAL HERITAGE

VISUAL ARTS

PERFORMING ARTS

BOOKS AND READING

TRANSLATION

Please tick the action relevant to your project. You must only tick ONE action.

Translation of literary works (fiction) written by European authors since 1950

Translation of works on the subject of European human sciences

CULTURAL COOPERATION PROJECTS IN THIRD COUNTRIES

[Cultural co-operation projects which take place in a country that is not participating in the Culture 2000 programme]

MULTIANNUAL COOPERATION AGREEMENT PROJECTS

**Please tick the cultural field under which your project should be considered for funding.
You must only tick ONE field.**

CULTURAL HERITAGE

VISUAL ARTS

PERFORMING ARTS

BOOKS, READING AND TRANSLATION

APPLICATION CHECK-LIST

No	Document	Number of copies	Yes
1	Application form (including detailed budget estimate) dated and signed	2	
2	Acknowledgement of receipt indicating your address	1	
3	Declarations by the project leader and the co-organisers, with precise indication of their practical and financial contributions, bearing original signatures	2	
4	Signed declarations by co-funding institutions (see II. 9), if applicable.	2	
5	Annex 1: An official proof of the project leader's and co-organisers' legal status, e.g. officially registered articles of association or statutes (with the exception of public bodies)	1	
6	Annex 2: CVs of the person in charge of overall co-ordination of the project (project leader) and of the co-organisers' staff responsible for the project	1	
7	Annex 3: Recent activity reports of the project leader and co-organisers	1	
8	Annex 4: Approved accounts for the last financial year for the project leader and the co-organisers (except where the organisation is a public body or has just been established - in which case approved accounts to date are sufficient).	1	
9	Annex 5: Any material to support the application (e.g. relevant publications, programmes, images, drawings, examples of artists' works etc.)	1	
10	Annex 6: (translation projects only) : copy of the original book	1	
11	Annex 7: (translation projects only) : copy of the contract covering translation rights	1	
12	Annex 8: (translation projects only) : copy of the contract between the publisher and the translator	1	
13	Annex 9: (translation projects only) : breakdown of the total publishing costs, clearly showing the translation costs	2	
14	Annex 10: (translation projects only) : CV of the translator	1	
15	Annex 11: (translation projects only) : signed and dated undertaking from the publisher that the name of the translator and the support provided by the Community will be clearly indicated in the translated work	1	
16	Annex 12: (multiannual cooperation agreements only) : text of the cooperation agreement in a legal form recognised in one of the countries participating in the programme and signed by all partners	1	
17	Annex 13: (grant requests exceeding 300.000 € only) : external audit report for the applicant organisation, produced by an approved auditor (with the exception of public bodies)	1	
18	Annex 14 (only for cultural heritage projects involving work on listed or classified heritage) : permit/certificate issued by the competent authorities confirming that the organisations concerned are authorised to carry out the work planned	1	
19	Bank ID form signed by the project leader and their bank	1	
20	Legal Entity form signed together with relevant documents	1-3	

PART I: Information on the applicant organisation

1.1 Name of organisation and acronym/abbreviation:

1.2 Legal status¹: Private Public

1.3 Registration number²:

1.4 Date of establishment:

1.5 Address: Street:
 Postcode:
 Town/city:
 Country:

1.6 Tel. (including country and area codes):

1.7 Fax (including country and area codes):

1.8 E-mail:

1.9 Permanent staff employed by the organisation (number):

1.10 Legal representative (*person authorised to sign an agreement with the Commission*):

Surname:

Forename:

Position:

1.11 Contact person/project manager (*person responsible for the general coordination of the work programme*)³:

Surname:

Forename:

Position:

1.12 Person responsible for financial matters:

Surname:

Forename:

Position:

1.13 Structure of the applicant organisation⁴

- Describe the structure of your organisation (independent association, federation, etc.)

¹ A public body is considered as any body, any part of whose costs are financed from the state budget as of right, either by central, regional or local government. That is, these costs are financed from public sector funds raised through taxation or fines or fees regulated by law, without going through an application process which might result in their being unsuccessful in obtaining funds. Organisations that depend on state funding for their existence and receive grants year after year, but for which there exists at least the theoretical possibility that they may fail to receive money one year are not public bodies but are considered by the Commission as private bodies.

² In Annex 1, please attach an official proof of the legal status of your organisation, e.g. officially registered articles of association or statutes (private organisations only)

³ In Annex 2, please attach a CV

⁴ In Annex 3, please submit a recent activity report for your organisation

1.14 Organisation's usual sources of finance⁵

1.15 Experience in the sector to which this application relates

1.16 Previous experience in cooperation with other organisations in other countries participating in the programme

1.17 Financial support previously obtained directly or indirectly from a European institution or Community body during the past three years (where applicable and including one-year projects or multiannual cooperation agreement projects funded by Culture 2000)⁶

Please give details of each grant obtained:

Community programme or budget heading	Project title	Year and contract reference number	Grant amount

⁵ In Annex 4, please submit the official accounts for the last financial year – except where the organisation has just been established or is a public body. If the organisation has just been established, attach approved accounts to date.

⁶ Failure to mention all sources of grants obtained up to the date of submission of this application will automatically invalidate your application

(Add a further A4 page if necessary)

1.18 Has your organisation submitted, or does it intend to submit, a grant application for this project or another project in the same sector to another Commission department? (Please specify the DG, the programme or initiative concerned, and the result of your application)

If yes, please sign the following declaration:

I am fully aware that my organisation is not entitled to receive more than one grant from the Commission for the action covered by this application and will therefore withdraw any other application for any other grant from the Commission should this application be successful, or will withdraw this application should any other application be successful.

Date: _____ Signature: _____

PART II

(This part does not concern applications for translation projects)

Information on the project for which you are requesting a grant
In Annex 5, please attach any material that could help to support the application, illustrate the project and allow a more thorough evaluation of the project and its organisers.

II.1 Title of the project

II.2 Description of the project in ENGLISH (compulsory) AND either FRENCH or GERMAN. This description should under no circumstances be longer than 1-2 A4 pages and 1 000 words.

Please provide a concise and clear summary that includes information on all of the following points:

- What activities are planned?
- Where and when will these take place, and how long will they last?
- What are the objectives of the project and how will these be achieved?
- What results are anticipated on a long-term basis?
- How will the co-organisers co-operate in the implementation of the project?
- What is the added value of the co-operation on a European level?
- Who will benefit from the project?

II.3 Detailed description of the activities for which financial support is requested

Please attach a precise programme of the activities planned under your project. For each activity, please provide on one separate sheet (to be attached to this form) a description of the activity itself, its objectives, the involvement of the co-organisers, the target group, an indicative timetable, and the expected results.

Please also list any subcontracting bodies involved in your project and indicate under which budget heading you have entered costs related to the activities to be implemented by these bodies.

II.4 Who are the co-organisers that will be involved in the project?

Names of co-organisers at local or regional level	Role of co-organiser in the conception of the project	Role of co-organiser in implementing the project	Financial participation (minimum 5% of total eligible budget) Indicate amount in Euro
Names of co-organisers at national level	Role of co-organiser in the conception of the project	Role of co-organiser in implementing the project	Financial participation (minimum 5% of total eligible budget) Indicate amount in Euro
Names of co-organisers in other countries eligible for participation in the Culture 2000 programme	Role of co-organiser in the conception of the project	Role of co-organiser in implementing the project	Financial participation (minimum 5% of total eligible budget) Indicate amount in Euro

Add a page if necessary

II.5 Who are the partners that will be associated with the project?

Names of partners at local or regional level
Names of partners at national level
Names of partners in other countries eligible for participation in the Culture 2000 programme

Add a page if necessary

II.6 Project implementation programme

Project starting date⁷: day month year
Project finishing date⁸: day month year

Detailed timetable for implementation of the work programme

Month	Action(s)	Anticipated cost in €

II.7 Project location(s):

⁷ If you do not specify these dates your application will not be considered. The project must start before 15 November 2005. The period of eligibility of expenditure for activities will, except as described below, be no earlier than the signature of the grant agreement by the Commission, which is expected to be 1 May 2005. A grant may be awarded for an action that has already begun only where the applicant can demonstrate the need to start the action before the agreement is signed. In such cases, expenditure eligible for financing may not have been incurred before 1 May 2005 or before the signature of the agreement, whichever is the earlier.

⁸ Expenditure incurred after this date will not be eligible, unless specifically authorised by the relevant Commission departments.

II.8	Estimated total cost of the project:	€
	Commission grant requested:⁹	€
	Other sources of funding already secured:¹⁰	€
	Other sources of funding pending:¹¹	€
	Self-financing by the applicant organisation (project leader):	€
	Financial contributions by each of the co-organisers:	€
	Income generated by the project:	€

II.9 Other sources of funding

(Where applicable, excluding Community grants and co-organisers' contributions)

Please list all sources of funding and for each co-funding institution, a written statement signed by the institution must be provided. Please use the declaration form on the following page.

II.10 Other information

Please provide any additional information that you feel should be taken into consideration by the Commission.

⁹ For annual projects the Commission grant requested must not be more than 50% of the total estimated cost of the project and it must be at least €50,000 but not more than €150,000 . For multi-annual cooperation projects the Commission grant requested must not be more than 60% of the total estimated cost of the project and it must be at least €50,000 but not more than €300,000 per year.

If the amount of the requested funding exceeds €300.000 in total, private organisations must also attach in Annex 13 an external audit report for the applicant organisation, produced by an approved auditor.

¹⁰ You must provide written confirmations for all sources of funding that are included in the provisional budget – see also

II.9..

¹¹ You must provide written confirmations for all sources of funding that are included in the provisional budget – see also

II.9..

Declaration by Co-funding Institution

(To be copied for and completed by each co-funding institution)

Name of the institution (legal name in full):

Address:

Street:
Postcode:
Town/city:
Country:

Contact person within the co-funding institution:

Name:
Title or position:
Telephone:
Fax:
E-mail:

Amount (in Euro) which the co-funding institution has undertaken to contribute to the activity in question:€

Name of the cultural operator receiving the funds:

Explanations, if a final decision on co-funding has not yet been taken:

Date

Signature

Official stamp

Declaration by the project leader

My organisation is a public private organisation
(please tick as appropriate)¹².

¹² A public body is considered as any body, any part of whose costs are financed from the state budget as of right, by central, regional or local government. That is, these costs are financed from public sector funds raised through taxation or fines or fees regulated by law, without going through an application process which might result in their

My organisation is able **unable** **to recover VAT**
(please tick as appropriate).

On behalf of my organisation, I hereby declare my agreement to the basic conditions set out in the call for proposals and specifications. Furthermore, the role of my organisation in conceptual, implementation and financial participation terms is as follows:

Conceptual role (brief description):

Implementation role (brief description):

Financial participation, amount in €:

(Min. 5% of the total budget, no contributions in kind)

I declare that the information given in this application is correct and that I am not withholding, in full or in part, any information from the Commission. I also declare that my organisation, I myself, and our partners will comply with and abide by these basic conditions and that we will cooperate fully with the European Commission for the purposes of supervision of activities.

Should my application be selected, I hereby undertake to refer clearly to the Community funding awarded on all possible occasions, whether public or not and whether official or not, and in all information material. If selected, I agree to let the Commission publish the details of the project (including the organisations address) on the Europa web site.

Name of applicant organisation (project leader):

Name of the organisation's representative signing the application:

Position:

Date:

Place (address, including country):

Signature:

Official stamp

being unsuccessful in obtaining funds. Organisations that depend on state funding for their existence and receive grants year after year, but for which there exists at least the theoretical possibility that they may fail to receive money one year are not public bodies but are considered by the Commission as private bodies.

Declaration by co-organisers

(This page must be copied for and completed by each co-organiser)

My organisation is a public private organisation

(please tick as appropriate)¹³.

My organisation is able unable to recover VAT

(please tick as appropriate).

On behalf of my organisation, I hereby declare my agreement to the basic conditions set out in the call for proposals and specifications. Furthermore, the role of my organisation in conceptual, implementation and financial participation terms is as follows:

Conceptual role (brief description):

Implementation role (brief description):

Financial participation, amount in €:

(Min. 5% of the total budget, no contributions in kind)

I declare that the information given in this application is correct and that I am not withholding, in full or in part, any information from the Commission. I also declare that my organisation and I myself will comply with and abide by these basic conditions and that we will cooperate fully with the European Commission for the purposes of supervision of activities.

Name of organisation (co-organiser):

Address: Street: N°:
Postcode: Town/city: Country:

Tel. (including country and area codes) **Fax** (including country and area codes)

E-mail:

Name of the organisation's representative:

Position:

Date:

Signature:

Official stamp

¹³ A public body is considered as any body, any part of whose costs are financed from the state budget as of right, either by central, regional or local government. That is, these costs are financed from public sector funds raised through taxation or fines or fees regulated by law, without going through an application process which might result in their being unsuccessful in obtaining funds. Organisations that depend on state funding for their existence and receive grants year after year, but for which there exists at least the theoretical possibility that they may fail to receive money one year are not public bodies but are considered by the Commission as private bodies.

Private organisations must join an official proof of the legal status of their organisation e.g. officially registered articles of association or statutes in Annex 1, and the approved accounts for the last financial year in Annex 4. All organisations must join a CV of the person in charge of the project in Annex 2 and a recent activity report in Annex 3.

PART III

BUDGET

1) – Please note that it is essential, wherever required in the various sections of the budget (e.g. Section 3 - Travel expenses and subsistence costs relating to the project), to submit annexes and detailed calculations for any amount exceeding 5000 Euro. These annexes are an integral part of the budget.

N.B.: costs for administrative and co-ordinating staff, see I. Expenditure - Section 1 (a+b+c) of the budget form, must not exceed 20% of the total direct expenditure, i.e. Sections (3)+(4)+(5)+(6).

2) – The bank identification form must be submitted duly signed by the account-holder as well as by the bank.

Bank Details:

Please insert the relevant bank identification form for your country, which you will find at the following Internet address:

http://europa.eu.int/comm/culture/eac/how_particip2000/pract_info/form_en.html

The form needs to be stamped and signed by the account holder and by a representative of the bank.

Legal entity details:

Please insert the relevant legal entity identification form for your country, which you will find at the following Internet address:

http://europa.eu.int/comm/budget/execution/legal_entities_fr.htm#ELENFR

This legal entity form should be returned together with:

PRIVATE ORGANISATIONS:

- * A copy of any official document (e.g. official gazette, register of companies, etc.) showing the contractor's name and address and the registration number given by the national authorities;
- * A copy of the VAT registration document if applicable and if the VAT number does not appear on the official document referred to above.

PUBLIC ORGANISATIONS:

- * a copy of the resolution, law degree or decision establishing the entity in question
- * or failing that, any other official document attesting to the establishment of the entity

I. EXPENDITURE

1. Staff (administration and coordination)

These costs must not exceed 20% of the total amount of all other direct expenditure, i.e. Sections (3)+(4)+(5)+(6)

Estimated total budget	Total actual expenditure
	This column to be completed only when submitting the statement of expenditure

a) Category A (*project manager, administrator, expert, consultant, etc.*)

Function in the project	Number of persons	Total N° of days	Amount in Euro per day	TOTAL		
Total				Total (a) category A		

b) Category B (*assistance functions, etc.*)

Function in the project	Number of persons	Total N° of days	Amount in Euro per day	TOTAL		
Total				Total (b) category B		

Estimated total budget	Total actual expenditure
------------------------	--------------------------

c) Category C (*secretaries, etc.*)

Function in the project	Number of persons	Total N° of days	Amount in Euro per day	TOTAL		
Total				Total (c) category C		
Total section 1 (items a+b+c)						

2. General expenditure (office supplies, consumables, depreciation of computer equipment corresponding to the duration of the action)

NB: only the beneficiary's own costs directly incurred in implementing the project may be included in this section, -up to a maximum of 7% of the total amount of direct expenditure (sections 1, 3, 4, 5 & 6).

Total section 2		
------------------------	--	--

3. Travel expenses and subsistence costs for administrative staff in connection with implementation of the project

- Travel expenses and subsistence costs for participants in conferences or seminars organised as part of the project should be entered in section 5c1-5c3 of the form.
- Travel expenses and subsistence costs directly linked to project activities should be entered in section 6h
- Please indicate in Annex A:
 - the detailed calculation method for all amounts exceeding € 5000
 - the places of departure and destination and the dates of the planned journeys.

Estimated total budget	Total actual expenditure
------------------------	--------------------------

a) Travel

Number of persons	Total N° of journeys	Mode of transport	Average cost per journey	TOTAL		
				Total (a) travel		

b) Subsistence (accommodation and meals)

Number of persons	Total N° of days	Average cost per day	TOTAL		
			Total (b) subsistence		
			Total section 3 (items a+b)		

4. Production, communication and dissemination costs

- Details of the calculation method for all amounts exceeding € 5000 should be given in Annex B.
- NB: do not include administrative staff expenditure under this heading.

Estimated total budget	Total actual expenditure
------------------------	--------------------------

a) Production costs
(publications, books, CD-ROMs, videos, Internet, etc.) (1)

Total (a) production	
----------------------	--

(1) Please give details of the content

b) Translation costs
(please take account of the ceiling: maximum € 1.67 per line)

Total (b) translation	
-----------------------	--

c) Distribution costs (mail, postage, packaging, etc.)

Total (c) distribution	
------------------------	--

d) Dissemination costs (advertisements, promotion, press, etc.)
please specify:

.....
.....

Total (d) dissemination	
-------------------------	--

Total section 4 (items a+b+c+d)	
--	--

5. Costs in connection with conferences, seminars and meetings

Details of the calculation method for all amounts exceeding € 5000 should be given in Annex C.

Estimated total budget	Total actual expenditure
------------------------	--------------------------

a) Premises hire

Total (a) premises hire		
-------------------------	--	--

b) Equipment hire

Total (b) equipment hire		
--------------------------	--	--

c) Travel expenses / subsistence costs for participants and speakers

Origin	Total number of persons
European Commission	
Other institutions, agencies and official bodies of the European Union (e.g. Council, European Parliament)	
Country in which the conference/seminar is being held	
Other EU Member States (a)	
Other EFTA/EEA countries (Iceland, Liechtenstein, Norway) (a)	
Other countries (a)	
Total number of persons	

Before breaking down the costs under headings (c1), (c2) and (c3), please enter in this table precise details of the expected number and origin of conference participants and speakers.

(a) Please give the expected number of persons *per country* in Annex D

Estimated total budget	Total actual expenditure
------------------------	--------------------------

c1) Travel expenses of conference participants and speakers

- Please indicate in Annex C:
 - the detailed calculation method for all amounts exceeding € 5000
 - the places of departure and destination and the dates of the planned journeys
- Do not include European Union officials

Number of persons	Total N° of journeys	Mode of transport	Average cost per journey	TOTAL		
				Total (c1) travel		

c2) Local transport

- Please indicate in Annex C:
 - the detailed calculation method for all amounts exceeding € 5000
 - the places of departure and destination and the dates of the planned journeys
- Do not include European Union officials

Number of persons	Total N° of journeys	Mode of transport	Average cost per journey	TOTAL		
				Total (c2) local transport		

Estimated total budget	Total actual expenditure
------------------------	--------------------------

c3) Subsistence (accommodation and meals for conference participants and speakers)

- Please indicate in Annex C:
 - the detailed calculation method for all amounts exceeding € 5000
 - the places and dates of the planned stays
- Do not include European Union officials

Number of persons	Total N° of days	Average cost per day

TOTAL		
Total (c3) subsistence		

d) Interpretation
 Languages from/into which interpretation will be provided:
 - Interpretation from :.....
 - Interpretation into :.....

d1) Interpreters
 (please take account of the ceiling: maximum € 600 per day, including travel and subsistence)

Total (d1) interpreters		
-------------------------	--	--

d2) Booths

Total (d2) booths		
-------------------	--	--

e) External speakers' fees
 (please take account of the ceiling: maximum € 500 per day)

Total (e) speakers		
--------------------	--	--

Estimated total budget	Total actual expenditure
------------------------	--------------------------

f) Reception staff

Total (f) reception staff		
---------------------------	--	--

g) Reproduction costs (photocopies, etc.) for documentation to be distributed to participants

Total (g) documentation		
-------------------------	--	--

h) Supplies

Total (h) supplies		
--------------------	--	--

i) Other costs (please specify)

.....

Total (i) other costs		
-----------------------	--	--

Total section 5 (items a - i)		
--------------------------------------	--	--

Estimated total budget	Total actual expenditure
------------------------	--------------------------

6. Miscellaneous costs directly linked to project activities

- Details of the calculation method for all amounts exceeding € 5000 should be given in Annex E.
 - NB: do not include administrative staff expenditure under this heading.

- a) Artists' fees
- b) Insurance
- c) Premises hire
- d) Equipment hire
- e) Transport of equipment
- f) Copyright or royalties
- g) Artists re-sale rights
- h) Travel expenses / Subsistence costs (1)

(1) - Please indicate in Annex E:
 - the detailed calculation method for all amounts exceeding € 5000
 - the places of departure and destination and the dates of the planned journeys

- i) Purchases of equipment for production, creation, restoration (heritage) etc.
- j) Remunerations of scientific personnel, technicians, persons responsible for production, creation, restoration (heritage) etc.

- k) Other costs (please specify)
-
-
-

Total section 6 (items a - k)		
--------------------------------------	--	--

Expenditure - grand total

--	--

II. INCOME

Estimated total income	Total actual income
	This column to be completed only when submitting the statement of expenditure

1. Specific grants

a) European Commission
(i.e. the grant for which this application is being submitted)

--	--

b) International public institutions
(please submit a declaration of the relevant institutions – see part II, Point 9)

--	--

Please specify:

.....
.....

c) National/regional/local public institutions
(please submit a declaration by the relevant institutions– see part II, Point 9)

--	--

Please specify:

.....
.....

d) Private companies
(please submit a declaration by the relevant companies– see part II, Point 9)

--	--

Please specify:

.....
.....

Estimated total income	Total actual income
------------------------	---------------------

--	--

e) Others
(please submit a declaration by the relevant organisations– see part II, Point 9)

Please specify:

.....
.....

Total section 1 (items a - e)		
--	--	--

2. Income generated by the project

Any income generated by the project cannot and must not be considered as part of the self-financing (Section 3)

a) Registration fees

--	--

b) Sale of publications

--	--

c) Other

--	--

Please specify:

.....
.....

Total section 2 (items a+b+c)		
--	--	--

3. Self-financing by the applicant organisation and co-organisers

*This contribution must be own funds or raised and secured funds specifically for the project.
Income generated by project activities cannot in any way be considered as raised funds.*

a) Applicant organisation:

b) Co-organisers:

(please specify)

.....
.....
.....
.....
.....
.....

Total section 3 (items a+b)		
--	--	--

Income - grand total (1+2+3)

--	--

THIS PAGE MUST BE SIGNED BY THE PERSON LEGALLY AUTHORISED TO COMMIT THE APPLICANT ORGANISATION/BENEFICIARY

To be signed when submitting the budget estimate	To be signed when submitting the final accounts
<p>I declare on my honour that the submitted budget estimate is true and correct and that the applicant organisation is not in any of the situations stipulated in detail in annex C, (Important Note) of the specifications. Should my application be successful I agree that the Commission will publish the name and address of the beneficiary, the subject of the grant, the amount awarded and the rate of funding.</p> <p>Name:</p> <p>Position within the applicant organisation:</p> <p>Date:</p> <p>Signature:</p>	<p>The undersigned certifies that the submitted final accounts are true and correct.</p> <p>Name:</p> <p>Position within the applicant organisation:</p> <p>Date:</p> <p>Signature:</p>

PART IV

(to be completed - in addition to Part I and the bank ID form - for translation projects only)

Please circle the number of works being proposed for translation in this application.
NB: Each application must cover at least four and no more than ten eligible works.

4 5 6 7 8 9 10

I. PUBLISHER

Name of publishing house:

.....

Address:

.....

.....

Tel.: Fax:

E-mail:

**THE FOLLOWING DECLARATION MUST BE SIGNED BY THE PERSON LEGALLY AUTHORISED TO
COMMIT THE APPLICANT ORGANISATION/BENEFICIARY**

I declare on my honour that the submitted information is true and correct and that the applicant organisation is not in any of the situations stipulated in detail in annex B, point a) of the specifications. Should my application be selected, I hereby undertake to refer clearly to the Community funding awarded on all possible occasions and I agree to let the Commission publish the details of the project (including the organisations address) on the Europa web site.

Name:

Position within the applicant organisation:

Date:

Signature:

Official stamp:

WORKS TO BE TRANSLATED

PLEASE COPY AND COMPLETE THE FOLLOWING SECTION FOR EACH OF THE 4-10 WORKS SUBMITTED

I. ORIGINAL WORK TO BE TRANSLATED:

Work No 1 2 3 4 5 6 7 8 9 10

Title

Author(s)

Nationality of author

Name of publishing house

Literary genre

Date of first publication

Place of first publication

Original language

Brief synopsis of the work in English or French:

II TRANSLATION

Date of transfer of translation rights¹⁴

Proposed target language

Has the work already been translated into this language?

YES

NO

Will the translated work be published in a bilingual edition?

YES

NO

III. TRANSLATORS

Name

Nationality

Address

Choice of translated works

IV. OPERATION COSTS

Number of pages

Total number of characters per page

Remuneration of translator per page (in Euro).....

Total cost of translation (in Euro):

Other operation costs: editing and production (in Euro):.....

(N.B. Distribution costs must not be included)

Total operation costs (in Euro):.....

Planned retail price of the translated work (in Euro)

Planned print-run of the translated work

Scheduled date of the beginning of the translation work **(NB: this date must not be earlier than the signature of the grant agreement by the Commission which is expected to be 1 May 2005)**

¹⁴ **NB:** contracts must still be valid and not have expired. Where translation rights have been extended, please attach the document that confirms the extension.

Scheduled date of delivery of the translation by the translator

Scheduled date of publication (month and year):
(NB: this date must be before 30 November 2006)

Have you received or applied for another grant for the **translation** of this work? If so, please give the name of the organisation to which you applied, and the amount requested (in Euro):

.....

Have you received or applied for a grant for the **publication** of this work? If so, please give the name of the organisation to which you applied, and the amount requested (in Euro):

.....

Date:

Name and SIGNATURE of the publisher

Name and SIGNATURE of the translator

.....

.....



EUROPEAN COMMISSION
Directorate-General for Education and Culture

Culture, Audiovisual Policy and Sport
Culture: policy and framework programme

To be completed by the applicant:

Name and address of the organisation to which the acknowledgement of receipt should be sent

Name: Address:

ACKNOWLEDGEMENT OF RECEIPT

TO BE COMPLETED BY THE APPLICANT:

Application form for the project entitled

.....
.....

TO BE COMPLETED BY THE EUROPEAN COMMISSION:

Reference number **to be quoted in all correspondence**

(if the reference number is not stated, correspondence will be returned to the sender):

CLT 2005 –Sec/

Date of submission of the application (date of postmark or courier service stamp):