



Programa „Mladi v akciji“



YOUTH IN ACTION PROGRAMME

NATIONAL AGENCY'S WORK PROGRAMME

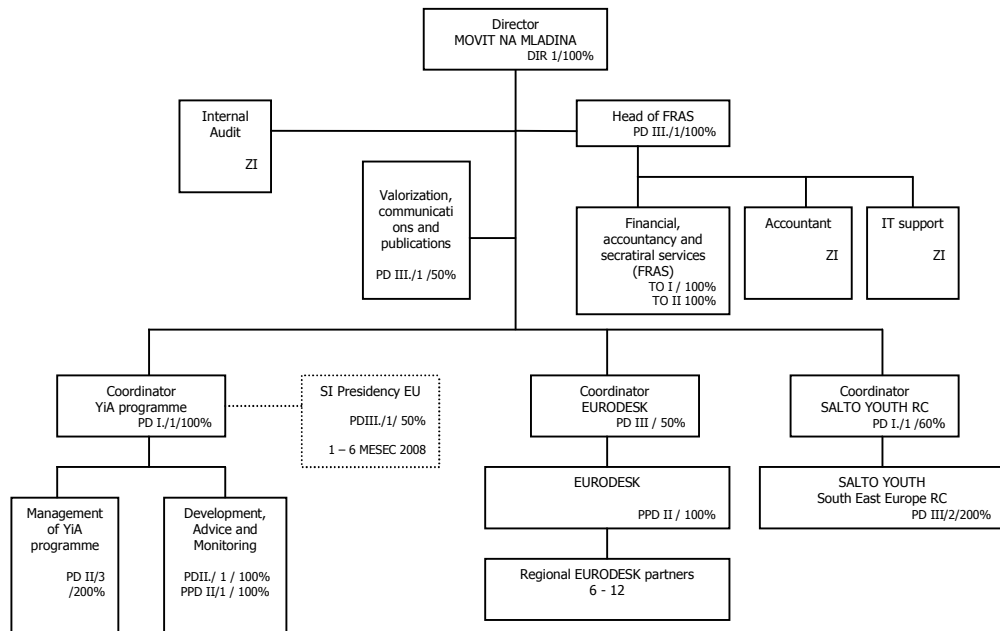
2008

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PART I. NA ORGANISATION

MOVIT NA MLADINA will be restructures within its internal organisation with effect of 01.01.2008 with the following organigram of the MOVIT NA MLADINA :



The main change from 2007 is related to the organisation of implementation of the group in charge of the implementation of YiA programme. Instead of a single group with metric changes of the tasks within 5 different periods we intend to organize the work within two clearly separated groups of programme officers and thus better ensure segregation of tasks related to the management of the Actions of YiA.

Second change is related to the establishment of new common functionality Valorisation, communications and publications. The new functionality is aimed at improvement of use of the results of our work in broader public, more coherent use of visual symbols and logos, more offensive relations with media and therefore should contribute to better promotion of the YiA programme, the European level of co-operation in the field of youth as well as youth work in general.

Temporarily, during the period of SI presidency, the new organisational group will be established with aim to give extra support for the events organised within the EU presidency in Slovenia (Business Meeting, March 2008, Youth Event (April 2008), Directors generals Meeting (April 2008).

PART II. IMPLEMENTATION OF THE YOUTH IN ACTION PROGRAMME

2.1 STRATEGIC MANAGEMENT

2.1.1 National context and objectives in the field of youth

Youth policy in Slovenia is within the competence of Office of Republic of Slovenia for Youth which is a part of the Ministry of education and sport. Situation of the field of youth work and youth policies in Slovenia has not changed from 2007 and can still be defined as relatively young and to certain extent relatively poorly developed due to:

- Lack of legislative concerning youth work and youth policies. For the last 3 years in Slovenia there has been an open debate between different actors in the field of youth work (public authorities and private) on system Act of youth but it is still not a formal proposal in the parliamentary debate. In the last year there has not been any mayor development, nor is any major development foreseen for 2008.
- There is also lack of any formal vertical responsibility of local authorities concerning youth in general and in particular any measures of policies concerning youth as a field of policies. In many situations, activities of young people are considered as leisure time activities without additional level in terms of context of non-formal education and the need to encourage (political) participation. Bridges with more traditional recognised areas of education are weak if existent at all. But some local communities have established on its one youth commissions in the frame of city council. There is no overview of funding of youth work or actors in the field of youth at local (municipalities) levels. Some – usually larger municipalities – run yearly calls for projects in youth field – and substantial of funds is intended to cover the costs of operations of actors in the field of youth established by the municipalities. In many cases, the support for public youth centres by municipalities can not be compared with low support for private, voluntary based youth organisations and initiatives. In those circumstances, the previous YOUTH programme and also YOUTH IN ACTION has been quite often seen by actors as additional funding possibility, which has resulted in high increase of applications for youth initiatives as the only form available in YOUTH programme and also YOUTH IN ACTION program without explicit demand for transitional partnerships.
- On the other hand there are also other sectors - sport, health, social care and welfare regulated with different acts which also in some parts include youth as target group. These are other vertical systems (policies) that have weak inter-ministerial co-ordination. And as mentioned above youth work as vertical policy has weak position. There is also a lack of instruments and funding to support youth work both at local and especially at national level. Situation on local level is getting better independently from national policies.

From this situation the national objectives and the responsibilities of the Office are relate to:

- the planning, organisation and implementation of measures in the area of the youth policy;
- activities in the area of social policy for children and young people, education and informal education, leisure activities, culture, public information and international co-operation;
- the monitoring of the implementation of the regulations and other acts relating to young people,
- warning of non-effective realisation of the regulations and proposing measures for a more effective realisation;

- the formulation and supervision of the implementation of the priority youth programmes;
- the monitoring of the role and position of young people in society;
- improving the conditions for organized youth activities and youth organisations;
- stimulating the mobility of young people;
- finding better ways of supplying young people with information and advice;
- support for international exchanges and the subsidising of trips for children and young people;
- encouraging various interest activities of young people and the creation of conditions for the inclusion of young people in social processes

To meet these objectives on the national level each year Office gives a call for different structures and actors to apply as well as implement measures aimed at development of the youth work, youth policy and actors in the field of youth.

2.1.2 NA additional roles

2.1.2.1 Activities/events promoting youth work at domestic level

NAG intends to put a special effort to contribute to development of youth work on national, regional and local level. To meet these goals NAG intends to:

On the national level:

The NAG is playing an important role as a promoter of youth work, its concepts, and its different forms and as an institution which promote and develop knowledge needed for qualitative youth work and also implementation of projects submitted in different actions in YOUTH IN ACTION programme. In this respect, the NAG will seek to ensure:

- Organisation and implementation of qualitative national seminars for wider public in the field of youth work to promote participation, active European citizenship, working methods, promoting good practices etc.
- Organisation and implementation of consultation session for the main actors on the field of youth work and with other actors that have in its one mission and within competencies aim to stringent the welfare of youth with the goal to establish inter-sector dialog.
- To answer to different invitation to main national youth-student events that promote mobility, participation, non formal education, voluntary activities etc. that is organized and run by different actors on the field of youth.
- The NAG has established on national level consultative groups for developing the field of international voluntary work and participation and initiatives on local level. Those are composed from representatives of different actors dealing with these topics. NAG intends to continue with this consultative group.
- The NAG also see a big opportunity to develop domestic youth work by qualitative inputs on how to apply good qualitative project in the frame of financial and preparation consultation session before each dead line.
- Throughout all year the NAG is setting some lines of activities that all together produce positive results. Some are mentioned above others are: publishing different materials to promote good practice, events and concepts etc., organization and implementation of monitoring meetings, advisory work with interested public and individuals.

The NAG proposes to focus on the promotion of the youth work towards local authorities (municipalities) in Slovenia. A dialogue with Community of Municipalities of Slovenia and Association of municipalities of Slovenia (both represented in the Committee of Regions) seems to be difficult in 2007 but never the less the NAG should keep its policy to involve representatives of local authorities whenever is possible. In this respect, the NAG will seek to ensure:

- presence of information about the YOUTH IN ACTION programme during main activities of two associations of municipalities;
- use of internal publication of both association to present good practices of involvement of municipalities in YOUTH / YOUTH IN ACTION projects and their efforts to develop frameworks for youth work and youth policies at local level as well as good YOUTH IN ACTION projects with strong impact at local level;
- involvement and presence of both associations of municipalities in Slovenia in the evaluation committee;

On the regional level:

As the national debate in the governmental frame about establishing regions in the final stage the effort of NAG will continue to be to promote also an important role of inter-sector cooperation between actors of formal and non-formal education and to promote youth work as a important frame where young person can develop their one positive and responsible role in the society where they are living in.

If the new legislation concerning 14 regions will be adopted in 2008, the NAG intends to take a proactive approach to newly formed structures of self-governing in Slovenia in order to sensibilize them for youth work and youth policy.

On the local level:

The field of youth work is not formally regulated whit the acceptances that were mentioned in the first part. But never the less there can be seen more and more demands and activities in the local level for developing quality based youth work. In this respect, the NAG will seek to ensure:

- To answer to different invitation to main local youth-student events that promote mobility, participation, non formal education, voluntary activities and work etc. that are organized by different actors on the field of youth.
- Information activities to interested municipalities and youth organisations in the local level to promote possibilities of different activities that NAG is organizing with the view of developing domestic youth work.
- Local information and education activities as an answer to an invitation where the bridges between formal and non formal field of education is developing.
- NAG sees an important newly discovered moment for engagement with local actors and structures also in the frame of on side visit of projects, where partners and domestic actor can get important information and knowledge about youth work and practices.

2.1.2.2 Support both national and European policy makers in the filed of youth

Support to National Policy makers

The NAG proposes to provide support for the policy development within the national context within the following frame:

- Co-operation with national authorities responsible with youth, especially in all activities and efforts related to:
 - Implementation of the European common objectives in the field of youth and legislative initiatives intended to set up legal and other frameworks for the development of youth work in Slovenia.
 - Participation at national events, organised by different actors in the field of youth, with aim to promote the priority areas of the YOUTH IN ACTION programme and participation in the structured dialogue, but also to present views of the NAG concerning future development of measures related to youth work and youth policies
- Collecting examples of good practices from implemented YOUTH IN ACTION projects to be used as well as promotion of the successful projects in public via media as well as specific
- Co-operation with associations of local authorities with intention to involve them into the implementation of the YOUTH IN ACTION programme as much as possible and to motivate them to implement their own actions in the priority areas of the YOUTH IN ACTION programme, especially the area of participation and the area of youth work as learning experiences.

The NAG will also be involved in the some aspect of preparation and organisation of SI presidency events together with Office of RS for Youth and the National Youth Council (MSS).

Support to the European policy makers

As far as the European level is concerned, the NAG proposes that – beside the participation where it might be invited by the European Commission to contribute - to continue with involvement of members of the European Parliament from Slovenia (as Slovenian NA has already done in previous years). NAG proposes to invite especially them to the yearly meeting of beneficiaries in order to provide a space for a dialogue between young people and MEP. NAG intends to organise yearly meeting of beneficiaries ***within the European YOUTH WEEK***. We hope that this year the timing will not overlapped with the activities of members of EP in the European Parliament.

2.1.3 Programme implementation

2.1.3.1 Fulfilment at national level of the programme's objectives

The NAG intends to reach the following objectives of the Programme:

- to promote young people's active citizenship in general and their European citizenship in particular;
- to develop solidarity and promote tolerance among young people, in particular in order to reinforce social cohesion in the European Union;
- to foster mutual understanding between young people in different countries;
- to contribute to developing the quality of support systems for youth activities and the capabilities of civil society organisations in the youth field;

- to promote European cooperation in the youth field.

with its activities and efforts within the following line of work:

- information and counselling activities,
- implementation of the selection procedures as well as management of the contractualised projects afterwards, including the organisation of regular monitoring meetings with beneficiaries (3 x in 2008);
- preparation and organisation of different support activities for the development of the programme as well as youth work in general
- co-operation with social partners of the programme, especially national umbrella associations of actors in the field of youth and associations of local authorities

Concrete measures to be taken in 2008 in order to achieve those objectives are described in the further text.

2.1.3.2 Implementation of the 4 permanent and the annual priorities

I. European Citizenship

The need for every project to have a strong European dimension should remain one of the most important features for every accepted project. Young people should be aware they are European citizens and so they have the opportunity to contribute to creation of common living environment and conditions. Each project therefore should clearly foresee the opportunities to discuss relation and connections between the project topic and EU institutions, structures. In that aspect measures for visibility of programme should be used too. A publication, produced as result of the Conference on this topic in 2007 will be used as a tool to motivate and to present different approaches to European citizenship and its relevance.

On the other hand, as started in previous year, the NAG intends to continue with efforts to foster cooperation between non-formal learning and formal education sphere. Two bigger events covering this topic were organised in 2007 and a follow up of conference on non-formal learning will be organised as a consultation session, which will bring together main actors from the field of formal and non-formal education in 2008. The NAG also intend to widely spread its publication on Non formal learning and the role of youth work in its promotion as result of the Conference held in 2007 as inspiration tool among applicants and other actors in the field of youth.

II. Participation

The participation of young people remains strong priority therefore participation as one of the key objectives of the youth work as well as one of the key approaches should be clearly visible in every project accepted in the programme, taking into the account different nature of different Actions or Sub-actions.

In accordance with 2007 plan two training courses fostering that development were organised, one for non-formal groups of youth (youth initiatives) and one for youth democracy projects. Both proved to have good results, especially in the field of youth initiative projects.

In other actions participation of young people from the early project idea development to final evaluation of implemented project, so in all project cycle stages, should be seen and stressed

as their active participation. In concerned Actions list of Slovene participants in submitted applications will therefore remain important tool to assure achieving this goal.

Transmission of experiences achieved to their daily life, different tools developed to help and encourage young people to take their active role in civic life should be considered as great success too.

In addition, projects based on the partnership between voluntary youth associations and local authorities or their specialised services in the field of youth will be a strong priority.

The successful Youth Initiative projects will be also expected to establish a working relation with local authorities and different actors in the field of youth in their local environment.

III. Cultural Diversity

As 2008 is European year of intercultural dialogue stronger emphasis should be put to this priority. Each project should throughout its implementation enable the participants to explore different realities they are coming from and try to understand it. This opportunity should be clearly offered as a part of the preparation of participants as well as from the programme of the activities. Presenting intercultural dimension to the local society, environment where the project and its preparations take place.

In order to strengthen the aspect of cultural diversity in projects an international TCP activity with the aim of deepening the understanding of ICL should be organised in cooperation with partner NAGs and SALTO Cultural diversity.

IV. Inclusion of young people with less opportunity

Inclusion projects are still not so present in Slovenia therefore inclusion of young people with less opportunities should become a strong priority in terms of the programme implementations in Slovenia for 2008 The NAG intends focus on targeting specific groups of youth with less opportunities such as ex-offenders and other marginalised groups in 2008.

Analysis of their profiles and special needs will be done and NA intends get in contact with organisations dealing with this target groups and tailored present how the YiA programme could be used as a tool for their population.

There are also some examples of good practice in other NAs, which could be shared (job shadowing, NA EE) and the NAG intends to explore possibility to effectively benefit from such existing good practices.

The NAG proposes to give strong priority to projects with the participation of such groups in the selection process.

2.1.3.3 Implementation of each Programme action

Action 1

A1.1 Youth Exchanges

In the field of Youth exchanges improvements in dissemination and visibility of projects was noticed throughout 2007. While on the other hand quite some difficulties in technical aspect were observed, especially with providing original partnership agreements. Nevertheless bilateral youth exchanges should be mainly granted to actual first time applicants and projects largely involving groups of young people with fewer opportunities. In addition, the NAG

proposes that bilateral exchanges are also possible for those voluntary, nongovernmental youth actors which might organise such exchange in the frame of their municipality co-operation with partner local authorities.

Youth exchange projects will clearly have to include issues related to the awareness of being citizens of European Union and provide as much as possible space for participants to discover their daily realities among participating groups, reflect upon different possibilities for young people to play active role in the field of the scope (content) of the youth exchange.

As an element of the selection, the NAG propose to give a high priority to those youth exchanges which will envisage production of lasting product with results of the youth exchange which can be used by partners for dissemination in their daily work and with broader public.

In order to support further development and encourage new applicants NAG intends to prepare and implement TCP contact-making seminar in cooperation with two other NA.

A1.2. Youth Initiatives

In past year number of youth initiative projects increased significantly as well as the quality of those projects improved, especially in second half of 2007. Wide variety of different applicants, mainly non-formal groups of young people applying the projects and project ideas itself must be mentioned as positive achievement too.

Still there were some difficulties noticed, many applicants lack experiences and skills in the field of project planning and filling in the application forms. Relevant support in form of national training course will be organised to support the development of projects' proposals and support for the group to implement youth initiative. Another disadvantage such applicants, nonformal groups of youth mostly, is also the fact that they do not have strong financial background and independence.

The proposals of Youth initiatives developed and submitted by non-formal groups will be a priority, and among them groups of young people with less opportunity. As far as transnational youth initiatives are concerned, the NAG intends to give extra priority to networking projects which:

- a) involve partners from neighbouring countries (Italy, Austria, Hungary) with a intention to ensure partnership and co-operation also after the end of the projects as supported by the YOUTH IN ACTION programme;
- b) envisage lasting products related to the priorities of the programme.

In addition, NAG intends to establish more regional based advice tools, available to applicant to get more insight about expectation towards Youth Initiatives as foreseen by the YiA programme.

A.1.3 Youth Democracy Projects

In scope of this new sub-action only two applications were submitted in 2007 and the NAG believes that it so due to low understanding of the sub-action and lack of examples of good practice. The NAG will continue the efforts to promote and encourage potential applicants to apply Youth democracy projects trough national activity and other activities.

As far as Youth Democracy Projects are concerned, the NAG proposes to support projects following at least two or more objectives as follows:

- a) the establishment of voluntary democratic representative bodies of young people at the level of the municipality;
- b) the establishment and maintenance of permanent dialogue between young people at local level and local authorities (municipalities);
- c) development of different forms of dissemination of information about the issues under discussion in the municipal councils among young people in municipality;
- d) development of forms of regular consultation between organised and non organised youth in one hand and local authorities in other hand; consultation In addition, projects based on the partnership between youth NGO and local authorities or their specialised services in the field of youth will be a strong priority.

In terms of the requirements concerning partnership required in every Youth Democracy Projects the NAG proposes that the condition of at least two partners in one country is clearly understood as partnership of two, hierarchically independent and structurally not linked partners.

The NAG also intends to use accepted project in 2007 as example of good practice and promote this projects already during its implementation as example of practice we wish to see more.

Multimeasure agreement

There was no interest expressed and no multimeasure project applied in 2007. The NAG believes that it is so due to expected lack of funds for two most popular possibilities (youth exchanges and youth initiatives). The NAG proposes to accept multimeasure agreement possibility only in case the combination of activities of youth exchange(s) and youth initiative(s) and under condition, that that youth initiative is based on the expected result achieved by youth exchange or vice versa.

Action 2

Compared with majority of other Actions and sub-actions total available EVS budget was exhausted. Applicants managed to cope well with new construction of EVS, number of project decreased but number of involved volunteers managed to remain on the same level as in pervious year, which can be considered as very satisfactory.

Despite good interagency consultation and following the volunteers all over EU organising of EVS trainings was challenging for the NAG in terms of frequency of EVS trainings (higher risk for drop outs especially in projects shorter than 6 months).

Due to the lack of funds NAG intends to prioritise EVS projects with activities lasting from 6 to 9 months since the duration is important feature of the educational effect of any EVS, and organisations will be encouraged to apply projects on the side of their partners.

In order to contribute to the quality of the EVS projects, priority will be given to those EVS projects – especially hosting EVS organisations – with satisfactory arrangement of mentor and his or her regular participation in the support activities of NAG designed to support and develop work of mentors in EVS projects.

The NAG intends to focus in 2008 on the quality of projects and increase of inclusion projects trough TCP 2008 activities.

EVS working group and ASO

There will be additional support available for potential applicants and volunteers in 2008 as Advice and support organisation was contracted in 2007. NAG intends to maintain regular cooperation with ASO and the ASO will work under close monitoring and guidance from NAG.

Additional quality input is foreseen through EVS consultative group, which intends to meet eight times in 2008 and discuss most actual and accurate EVS topics. Its members are representatives of applicant organisations, provider of EVS trainings and EVS ASO organisation.

HEI accreditation

The NAG will continue with the ongoing task of accreditation of EVS organisations by two external accreditors and the staff of the NAG. The team of external evaluators will be refreshed and reinforced in 2008 in order to assure higher quality of EVS hosting as well as sending projects by a seminar for all accreditors. Support to organisations interested in acquiring the status of EVS organisation will be provided also through EVS ASO.

EVS trainings

Implementation of the EVS trainings will remain outsourced and the frequency of training programmes should be as follows:

	Min number per year	Max number per year
Predeparture trainings	5	5
On arrival trainings	3	5
Midterm meetings	3	3
Final Evaluation	2	2

Those trainings, still in line with the minimum criteria for EVS trainings as published by the European Commission, will be adequately refreshed taking in respect feedback and recommendations from EVS working group and EVS ASO.

Those trainings will be monitored by the staff of the NAG or by member of the Consultative group by attendance of the (part) of training and by the evaluation of the reports, including the evaluations by the participants.

Action 3

Projects in scope of Action 3 involved mainly cooperation with partners from SEE region therefore NAG will put more emphasis on promotion of cooperation with other neighbouring regions in 2008.

As far as youth exchanges with partner countries are concerned the NAG proposes to put priority to multilateral youth exchanges developed by new partnerships.

Concerning support activities with participation of partner countries the NAG proposes to give a priority to those projects' proposals aimed at building of new partnerships from the area of SEE or countries of Eastern Europe and Caucasus but good quality projects' proposals with different objectives, especially those with strong multiplication foreseen, will not be excluded.

The NAG also intend to use opportunities offered by regional SALTO YOUTH RC and will contribute to the activity "Let's work with neighbours" organised by three regional SALTO YOUTH RC and the NAG in Slovenia in June 2008.

Action 4

The NAG wishes to mainly promote the use of Action 4.3 among already experienced users of the previous YOUTH programme but with clear priority for new comers into the programme, especially in case of:

- Feasibility visits: for all with intention to develop EVS projects or youth exchanges with involvement of youngsters with fewer opportunities
- Job shadowing visits: for all projects proposals, proposed by actors at local levels, with intention to develop or strengthen co-operation within the frame of twining local authorities in order to promote development of youth work and youth related structures at local levels
- As far as seminars and training courses are concerned, the priority will be given to the projects which will envisage lasting product with aim to disseminate result of the support activities beyond participants and partners in a particular project either for the development of the programme or objectives related to the development of the youth work within the specific framework of the applicants. In order to enhance the potential effect of those projects, the NAG intends to invite projects promoters of projects supported under this action to different promotional activities as well as – if possible regarding the content or target – activities within TCP.

In terms of content and objectives of successful projects proposals, the NAG wish to be able to support those who envisage the enforcement of effective methods and approaches to tackle programme priorities either in youth work in general or in future projects supported by YOUTH IN ACTION programme. In terms of development or innovative work, the NAG foresee also a strong possibility to support partner finding activities for newcomers to the programme as well as development of new methods and approaches to be used in youth work, especially those suitable for different groups of young people with less opportunity.

The NAG also proposes that at least one project intended to provide support partner finding for the implementation of EVS projects for new EVS organisation is granted, preferably to the EVS Advice and Support Organisation which will be identified and chosen by NAG trough open call in second half of 2007.

Action 5

Due to high co funding required in Sub action 5.1 there was only one project applied. With application of new financial rules we expect interest of organisations in this action will increase. The NAG intends to continue with promotion of national youth seminars which will:

- a) ensure input to the seminar by youth organisations and groups of young people from local level throughout Slovenia as well as dissemination of the result back to local level;
- b) ensure participation of different actors in the field of youth and make sure that representativity of the participation is ensured;
- c) have a clear product to be disseminated throughout Slovenia beyond actual participants or participating youth organisations and groups

2.1.4 Complementarities with other EU programmes and initiatives

As far as bridges to educational field in general are concerned, the NAG proposes to adopt a strategy of "gradual encounters" between actors in the field of youth and actors in more traditionally recognized areas / frameworks of education. The strategy should be implemented through the following measures:

- Measures intended for the promotion of the YOUTH IN ACTION programme among relevant institutions in the field of education, including EUROPASS, Pedagogical Institute, Andragogical Community, etc.
- Measures intended for the involvement of relevant institutions in the field of education in the evaluation of the projects implementation, especially with their presence and input during the monitoring meetings

The NAG intends to seek a meeting with responsible staff of the National agency for LIFE LONG LERANING programme in order to:

- Identify the possibilities within two programmes which are suitable for main targets of actors for both programmes and include reference to those possibilities in general presentation of the YOUTH IN ACTION programme within our information work
- Exchange printed and other information material in order to ensure synergy with promotional activities with LIFE LONG LERNING programme and CULTURE 2000 programme

The NAG also proposes to reinforce working relation with the representation of the European Commission in Slovenia, which has already started in November 2006. The co-operation with representation might increase the visibility of the YOUTH IN ACTION programme and also provide some synergy in their activities in the field of youth.

2.2 PROJECT LIFE – CYCLE

2.2.1 Grant allocation policy

Grant award criteria

The NAG intends to use the assessment grid provided by the European Commission to assess received applications which are eligible for funding within the YOUTH IN ACTION programme. The assessment grid, based on the points system, will include elements aimed to ensure that objectives of the programme are reached as well as it will take into the account overall quality of each proposed project. The result of this exercise, made by at least two programme officers and calculation of the average number of points, will be the only base for the NAG to propose acceptance or rejection of the projects, except in case of first time applicants.¹ For those the NAG proposes to be accepted into the programme as priority if they reach at least 70% of average result of the assessment of the application in each action.

In addition, the NAG proposes that national criteria are part of the assessment grid and project fulfilling those criteria are given strong priority in the selection process.

- Projects proposed by local associations of young people with strong co-operation with municipality (with aim to straighten local associations and their co-operation with local authorities)
- Projects involving several actors from the same municipality (with aim to promote co-operation of different actors in the field of youth at local level.

¹ The NAG proposes to consider as first time applicant any legal person or group which has not received yet a grant from YOUTH or YOUTH IN ACTION programme within last 5 years.

In case of lack of funds to grant all eligible and quality projects, the NAG proposes to use additional measures to ensure diversity of beneficiary with intended result to have as many as possible different beneficiaries; Furthermore, if the need be, the NAG also proposes to use measures to ensure equal implementation among different parts of Slovenia.

The NAG will run required check of financial capability of applicant in case that grant is higher than 25.000 €. For non – profit organisations and associations, established within last 12 months before the selection round and informal groups and in case that they apply for grant higher than 10.000€, the NAG proposes to secure the prepayment of grant with additional suitable guaranties from municipalities or other suitable source.

2.2.1 Grant allocation policy

The NAG will reserve the following funds for each action throughout the 5 selection rounds in 2008. Allocation of funds in 2008 have been made on the basis of the demands on each Application deadline in the year 2007. Those amounts – except R5 selection round – might increase up to 30% and the NAG will manage this flexible in order to follow the demand in different actions.

	Action 1.1	Action 1.2	Action 1.3	Action 2	Action 3.1	Action 4.3	Action 5.1
R1	107.078,06	30.912,65	52.629,70	159.082,16	17.567,88	20.885,39	39.962,21
R2	149.909,28	30.912,65	52.629,70	106.054,77	17.567,88	20.885,39	0,00
R3	64.246,84	30.912,65		106.054,77	17.567,88	13.923,59	0,00
R4	42.831,22	30.912,65		79.541,08	17.567,88	13.923,59	0,00
R5	64.246,84	30.912,65		79.541,08	17.567,88	0,00	0,00
	428.312,24	154.563,25	105.259,41	530.273,85*	87.839,40	69.617,96	39.962,21

* Found for EVS are without envisaged support EVS SPO budget

If the funds will not be spent within designated selection round, all unspent funds will be transferred to the next selection round.

The NAG also proposes to adopt a special policy concerning availability of grants for EVS projects. As already stated, the EVS budget has been used completely in 2007 and the NAG would like to establish some measures to keep the diversity of EVS organisations. Currently, cca 50 organisation have a status of EVS organisation in Slovenia but the funds available do not guarantee that each of them would be able to get at least one "average" grant from 2007. Therefore we would like to establish a policy that no applicant can receive more than 15% of the funds allocated to action 2.

The NAG intends to use 5% of the funds allocated to action 2 as a contribution to the operations of EVS ASO.

Reallocation of funds among actions / sub actions

The NAG proposes not use the possibility of reallocation of +/- 20% funds among actions until R4 selection round. On the basis of application received for the R4 selection round, the NAG will analyse the need for any reallocation and will – if necessary – made reallocation of +/- 20% of funds among the actions, taking into the account the ambition to support as many participants as possible during the R4 and R5 selection rounds as well as the needs in different actions.

Funds recovery policy

The NAG proposes to check the state of the funds repay requests before any payment is made to any beneficiary. In case that a beneficiary should return funds to the NAG, the NAG will deduct the owed sum from the payment.

The NAG proposes to follow the following policy aiming to recover any funds owed by the beneficiary:

- A reminder to be send within two weeks after non compliance with the request to repay funds
- A recommended letter to be send with one months after non compliance with the request to repay funds

The NAG also proposes that any beneficiary, which has not repaid any amount due within one month after the request for repayment has been issued, is excluded from possibility to get any new grant or be able to take part in any support activities of the NAG. If the sum of not repaid funds will be higher then 500 € the NAG will inform other national agencies and national authorities in Slovenia with a request not to support such partner in any project proposed.

In addition and in case that the repayment will not be made within six months, the NAG proposes to start the legal action by a request to legal office to send a request before the legal action. Before making any further step, the NAG will consult with European Commission.

2.2.2 Complementary funding

The NAG will not be in position to administer any funds from national or local authorities intended for additional support projects already supported by the YOUTH IN ACTION programme. Nevertheless, the NAG will promote the need to ensure co-funding of the projects by the beneficiaries during its information activities as well as activities intended to support applicants.

2.2.3 Checks of grant beneficiary

The monitoring of the accepted projects will be ensured by:

- a) desk monitoring
- b) monitoring meetings and monitoring visits

Desk monitoring

The NAG proposes to perform desk monitoring which will be implemented via the e-mail contacts with projects and analyses of midterm and final reports.

Monitoring meetings with beneficiaries

The NAG proposes to hold monitoring meetings with beneficiaries with intention to monitor the development of the projects and with intention to provide a space and opportunity for beneficiaries to share their experiences, exchange good practices and ideas but also to identify obstacles and difficulties and use those occasions also as a possibility to provide general guidance to projects. In terms of quantity of those meetings, the NAG proposes to hold three such meetings in 2008, with the first one in March 2008.

In order to ensure the participation of the beneficiaries at those meetings, the NAG proposes to explicitly include the participation at those meetings as contractual obligation of every beneficiary in the grant-awarding contract with beneficiary throughout the duration of the projects.

Monitoring visits of projects

Monitoring visits as on site visits will be performed by the NAG staff with objective to verify:

- the existence of the projects and the activity
- the compliance of the actual programme of the activity / the state of the projects' development with programme and information as provided in the accepted application
- the number of participants / partners involved in the projects as well as other numerative elements important for the calculation of the amount of the grant
- the level of participation of participants in the preparation of the project as well as implementation of the projects so far
- compliance with the guidelines for visual valorisation

Monitoring visits will be also opportunity to identify potential shortcomings or difficulties and to provide some counselling to the beneficiary during the projects implementation with objective to overcome those shortcomings, under performance or difficulties.

Projects to be visited will be selected on the random basis, taking into the account the geographical spread of accepted projects and the type of beneficiaries. In addition to this, NAG reserves a possibility to implement an ad hoc monitoring visit as a result of the analyses of midterm report from the beneficiary or any information received from participants or other national agencies about the individual project. The NAG commits itself to implement monitoring visits to the extend that NAG will be able to report:

- Continuation of the implementation of monitoring visit in order to be able to reach at least 10% of accepted projects and at least 20% of allocated grants in 2007
- Implementation at least 10% of accepted projects and at least 20% of allocated grants in 2008 in each action or sub-action

The beneficiaries will be informed by the intention of the NAG to perform the monitoring visit in writing in advance but whenever possible, the exact date of the visit will not be disclosed. The verification of fact related to the actual implementation of the projects will be based on the monitoring visits check lists. After the visit, the NAG will produce a draft report which will also identify potential shortcomings and timeframe for any improvement needed, especially for longer term projects. Draft report, which might include also examples of good practices or interesting approaches by the beneficiary, will be sent to the beneficiary for eventual comments to be given within 15 days. On that basis, the NAG will produce final report which will be also sent to the National authorities for their use.

In-depth audit of beneficiaries

Beside the monitoring meeting and visits, the NAG proposes also to perform a limited number (up to ten beneficiaries) of in-depth audit of beneficiary intended to establish full picture of their implementation of the projects in accordance with their contractual obligations. Those in-depth audits will be performed once the final report is submitted and accepted. The scope of those audits will be focused on verification that:

- the grant was use for the purpose of the project(s) and activity or activities
- the grant has not gave a rise of direct profit for the beneficiary and that co-funding of the total of projects costs have been ensured

The selection of beneficiaries to be exposed to in-depth audit will be made on the basis random selection but also those, where results of the analyses of the final report might ask for potential follow up by the NAG.

2.2.4 IT systems including Youthlink

National agency intends to comply with the request by the European Commission to input all the relevant data about applications and granted projects in YOUTHLINK. NAG use Youthlink also as a tool for Inter Agency consultation and funds for the cover of cost of YOUTHLINK training for the staff is ensured.

3.1 Information and Communication Strategy

The NAG intends to continue to improve its strategy in order to achieve bigger presence in the media concerning projects supported by the Youth in Action Programme as well as existence of the Programme itself.

In the very beginning of 2008 NAG plans to establish new common functionality within the Agency called VCP (valorisation, communication, publications). This function will be in charge of the development and implementation of stronger information and communication strategy and should take care of public relations as well as visual and other elements of the recognition of the programme.

The NAG intends to maintain the e-newsletter and e-news as main tool for quick communication to the potential users of the Programme. Possibility to enrol to the subscribers' list will be announced at every occasion (event, publication, activities, letters to applicants and beneficiaries, etc.).

Co-operation with EURODESK

The EURODESK structure in Slovenia is a part of the NAG therefore close co-operation is based on every day contacts. In particular this co-operation will result in:

- Information published and provided by EURODESK will be complementary to the information published and provided by NAG and vice-versa.
- The main communication channel for the NAG to publish open calls and invitations to support activities and other activities related to the Youth in Action Programme will be EURODESK e-news.
- Implementation of the Youth in Action Programme will also benefit from web based tool developed by EURODESK with intention to publish different request for partnerships as well as partner finding searches.

In addition, the visual outlook of website and printed materials for the implementation of the Programme and EURODESK will have the same basis and they will include the new graphic cart of DG EAC and logos.

The NAG will also use common staff meetings as additional tool of the co-ordination between EURODESK and NAG.

3.1.1 Information and promotional activities including counselling

General presentations of the Programme

The NAG proposes to prepare and organise 10 general presentations of the Programme in order to bring it closer to the potential applicants. The NAG will try to attract new actors to explore the possibilities of the Programme as well as the possibilities to get involved in the support activities of the NAG.

Workshops for the support of potential applicants

NAG will organise 5 workshops in order to give potential applicants sufficient support before each application deadline. The workshops will be organized approximately 3 weeks before the deadline and will provide guidance through application forms for all Actions of the Programme. The potential applicants will be reminded of all important expectations of the Programme towards projects but also to inform about responsibilities and obligations for beneficiaries after the acceptance of the projects into the Programme.

Working groups for Action 2 and Action 1. 2

NAG will organise thematic workshops related to the EVS projects and Youth Initiatives. The main objective is the increase of the quality of the projects.

Action 2 working group will meet 8 times in 2008 and will concentrate on identification of difficulties in EVS projects and the need of the support activities for development of EVS projects. The group consists of 5 representatives of the youth organisations with EVS experience. Regular meetings represent space for constructive discussions between beneficiaries and NAG.

Action 1.2 working group will meet 3 times in 2008 and will consist of people with experience on the field of youth work. The group will meet in order to develop participation of young people in society with the stress on non formal groups.

Monitoring meetings

NAG will organise 3 monitoring meetings of granted projects in order to stay in touch with the beneficiaries and to give them the opportunity to met each other and share their experience and exchange good practice. Each meeting will have a relevant thematic issue that the beneficiaries will have the opportunity to discuss.

Participation at bigger youth events

In order to promote Youth in Action to the wider number of young people the NAG will take part in bigger youth events. This kind of co-operation will also be the opportunity to present examples of good projects and projects results.

3.1.2 Information and promotional material (both printed and web based)

Website

NAG will regularly update a national website. All necessary information will be included: updated information about the Programme, English and Slovene versions of the new Programme Guide, EU logos, links to the Commission's youth website and the European Youth Portal, application and reporting forms for all Actions and contact information of NAG staff.

Newness in 2008, related to the website is forming a web calendar of all NAG's activities. With this tool NAG will be able to inform interested public, but most of all the beneficiaries about the upcoming activities (seminars, training courses, presentations of the Programme), new releases of "MLADJE" magazine and other publications. In the calendar NAG plans to include as well activities of other national youth organisations.

Magazine »MLADJE«

NAG will continue to publish its magazine »MLADJE« (format A4; 24 pages; 2.000 copies; 3 times a year) as printed material (also available as download material on the website) intended for:

- Encouragement of general discussion concerning the issues related to youth work and youth policy, especially issues related to Open Method of Co-ordination, structures dialogue and European Youth Pact at European level.
- Presentation of good practices or interesting approaches and results from the projects supported by the Youth in Action Programme, especially those tackling general Programme priorities (European citizenship, participation, cultural diversity and inclusion of young people with less opportunity).

Publications

The NAG proposes to develop and publish a short manual about EVS projects which will consist of concrete advices and examples, particularly about practical parts of the projects.

The second publication will be focused on Action 1. 2. It will cover the general aspect of the youth initiatives as well as the concrete examples of the projects.

The third planned publication should be Compendium of the projects granted in 2008. This publication will gather all the projects from 2008, their short description and main facts.

The NAG intends to translate Programme guide in Slovenian language as well as application and report forms (if so decided by the Commission) and made those documents available at the web site.

Promotional material

NAG Intends to produce promotional posters with logos of the Programme and EU to increase the visibility of the Programme during the public presentations. NAG plans as well to make folders which will be used as a promotional material used during different activities of the NAG.

Nag also intends to use presentation booklet about YiA produced in 2007 as a hand out of general information material during various activities as well as any other material produced by the European Commission.

3.2 Dissemination and exploitation of results

The NAG proposes to use several possibilities to disseminate and exploit results of supported activities, namely:

- Articles about projects in magazine MLADJE,
- Providing a space for the presentation of good practices and good projects and ideas at different occasion but especially during the yearly meeting of beneficiaries.

In addition, the NAG proposes to encourage beneficiaries to collect articles about their projects in local or regional newspapers and magazines and provide copies to the NAG. NAG intends to use such material for national wide information to the media about the existence of the Youth in Action Programme and successful projects within.

Gallery of the projects on the website

Another novelty in 2008, related to the dissemination of results and good practises on website is gallery of the successfully realised projects. NAG plans to set up a dynamic review of good projects with the short description of the project, its photos or short film, depends on the

products of the projects. To intensify the effect of the gallery NAG plans to include in it a special section with links to the websites of the most successful projects (if present on the web).

Yearly meeting with beneficiaries

In the end of the year the NAG will organise a big final event where it will be an opportunity to meet with beneficiaries and get feedback from them. At the event the NAG intends to present its work and publications prepared and published during the year. The event will gather interested public, beneficiaries and other important actors in the field of youth.

Publications coming out of activities

The NAG plans to published several publications beside magazine "MLADJE" as a part of the TCP activities with intention to summarize the content of activities and to make the topics / issues more familiar to actors in the field of youth as well as to spread result of these activities beyond the direct participants of the activities.