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**To International Commissioners and other principal contacts of NSOs, NSAs, MOs and CAs in the European Regions of WOSM and WAGGGS**

18 December 2014

Joint Circular / December 2014  
**Deadline – 15 January 2015**

**Erasmus+ Call for Partners for the Academy 2015**

Dear Friends,

This circular provides you with information on the Erasmus+ project application for The Academy 2015 to which your NSO, NSA, MO or CA can be partner. To be able to be a partner in this project, please check carefully the rules below and follow all the steps described. The application will be submitted at national level in Portugal by Corpo Nacional de Escutas (CNE, one of the NSAs in Portugal).

**Description and objectives of the Academy 2015**

**The Academy will take place in Porto (PT) from 28 October to 1 November 2015 and will be hosted by CNE.**

The Academy 2015 is a unique Scout & Guide event designed to enable participants to get high quality training and networking opportunities around the core priorities of WAGGGS and WOSM European Regions.

The event is open to everyone holding a position at national level in Member Organisations/Component Associations of WAGGGS and National Scout Organisations/National Scout Associations of WOSM, ranging from members of particular working groups up to Chief Commissioners.

Most organisations will probably send participants that hold positions in specific areas of work. Previous Academies show that most participants are active in the field of strategy of management (as commissioners or board members), in the field of education or training (as trainers or those responsible for programme/education) or in the field of communication or representation (for instance in branding or advocacy). The Academy 2015 will offer a broad range of sessions addressing matters of interest to all these different groups of participants.

**How to benefit from these grants?**

**1. Register your NSO/NSA MO/CA to get your PIC number**

If you still have not registered your organisation to receive your PIC number, you should do it following the instructions attached to this circular.

Please note that all the documents requested in the instructions should be uploaded in your PIC registration. If you are not able to prove your legal entity, the national agency might refuse to consider your organisation as a partner to the project.

**2. Complete the relevant information for each application**

After you receive your PIC number, please fill in all the relevant information following this link: <http://goo.gl/forms/vVELTyKRYf>.

You will be able to choose for which application you want to be a partner. Please note that it is required to complete all the questions. **Please be accurate in your answers.** This information will be then

World Association of Girl Guides and Girl Scouts  
Association Mondiale des Guides et Eclaireuses



World Organization of the Scout Movement  
Organisation Mondiale du Mouvement Scout

directly copy-pasted into the application and therefore, this information will be evaluated as part of the assessment of the entire project.

Please note that by being a partner to a grant, **you commit your NSO/NSA, MO/CA to send at least one participant to the event for which you are signing.**

### 3. Mandate

For each of the applications, you can find attached to this circular the specific Mandate template. Please fill in all the parts in yellow and the legal representative should sign it. Then send us back a scanned copy by email to [mpotard@scout.org](mailto:mpotard@scout.org) by **15 January 2015**.

#### **What kind of support will you benefit?**

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##### **Reduced Travel costs**

The reimbursement will be done based on a lump sum calculated on the travel distance for each participant.

For travel distances between 100km and 499km: EUR 180 per participant

For travel distances between 500km and 1999km: EUR 275 per participant

For travel distances between 2000km and 2999km: EUR 360 per participant

For travel distances between 3000km and 3999km: EUR 530 per participant

For travel distances between 4000km and 7999km: EUR 1100 per participant

For the purpose of the application, please note that all the distances will be calculated from the capital of your country. If you wish to indicate another departure point, please contact Marguerite Potard at [mpotard@scout.org](mailto:mpotard@scout.org).

##### **Reduced participation fees**

#### **Which NSO/NSAs, MO/CAs are eligible for this grant?**

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All 28 EU member states, FYROM, Iceland, Liechtenstein, Norway, Turkey, Albania, Bosnia & Herzegovina, Kosovo, Montenegro, Serbia, Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine, Russian Federation.

For any further questions related to this call for partners or related more generally to the programme Erasmus+, please contact my colleague Marguerite Potard at [mpotard@scout.org](mailto:mpotard@scout.org).

Yours sincerely,



David McKee  
Regional Director

