



Program Proposal: European Network of Young Entrepreneurs Ambassadors

1. CONTEXT

This is a pilot project which aims to ensure that experiences, good practices and learnt lessons are exchanged and reinforced at European level for the benefit of young people and young entrepreneurs from all over Europe.

In order to achieve the proposed aim, the present programme will boost the rate of young entrepreneurs and their implication at European level, as main engine to durable economic development of Europe.

Some of the key challenges young entrepreneurs are facing:

- Entrepreneurship is not considered as a career option
- Lack of up-to-date research and information
- Lack of entrepreneurial education and training – harmonization of practical skills with theory
- Reduction of administrative and fiscal burdens for young entrepreneurs
- More resources into Incubation centres
- Lack of internationalization of young entrepreneurs businesses

The proposed Young Entrepreneurs Ambassadors Network could help young people from inside EU member states to contribute to EU lack of legislation and to help EU specialize commission to take useful decisions adapted to young entrepreneurs needs. Also, the proposed programme will encourage young people to have ambitions and to come out of their own area to realize them.

The programme will help young entrepreneurs from EU member states, regardless their age to face the consequences of the current economic crisis and global market challenges putting together their own experiences and learnt lessons, and become successful entrepreneurs, avoiding, in this way the unemployment status.

2. OBJECTIVE OF THE CALL

The present programme aims is to facilitate exchange of experiences, learning and networking for young entrepreneurs from European Union countries, boosting the rate of young people, which will develop economic activities across EU. The created network of young entrepreneurs' ambassadors shall encourage all young people from EU countries, without discriminations to set up their own business, or multinational business and shall inspire other young people to become entrepreneurs by sharing their success stories and their learnt lessons.



The present pilot call of proposals is addressed to organizations active at national or European level, in the young entrepreneurs business support or to organizations which have as main aim to support young people in order to develop their entrepreneurial spirit. Also, the above mentioned organizations should set up national or European networks and shall bring together successful young entrepreneurs across Europe, which will work together locally, nationally or across different countries, members of European Union. The proposed pilot programme will contribute to reinforcing the entrepreneurial spirit among young people across the EU and will encourage them to set up European business networking and to recognize the entrepreneurship as part of their future career.

3. WHAT ACTIONS ARE BEING FUNDED?

The proposed pilot programme will fund the set up of national or European young entrepreneurs' ambassadors' network. Also, throughout the proposed pilot programme will be funded the set up of the young entrepreneurs lobby groups on different economy domains which will act as "engine" within the European Commission body and which will present and sustain different specific problems or regulations modifications, which will contribute to development of young people entrepreneurial spirit.

The young entrepreneurs' ambassadors will participate to conferences, workshops, seminars, discussion for a, public events, European Commission working groups and other specific events, with the purpose to promote, encourage and reinforce the young people entrepreneurial spirit and culture within the European Union countries.

Different partners may apply to the present call in order to achieve the best geographic coverage of the country or at European level. All partners shall form only one consortium per country or at European Union level. Proposed projects will be run from a Lead Partner organisation in partnership with maximum 5 other organizations at national or European level. The minimum numbers of organizations which must form the project consortium are 3. The proposed projects/actions could be submitted also, by a single national organization in partnership with minimum 2 national organizations which act in the field of business development or with minimum 3 European organizations from the business sector.

An young entrepreneur ambassador is an individual – who has already made her/his mark in the entrepreneurship sector and can use this experience to inspire young entrepreneurs or young people from European member state to set up their own business and to turn their ideas into reality. The young entrepreneurs ambassadors will contribute to build the vision, confidence and self-benefit amongst young people, including young students or people which already have an active working life and who could successfully start and run a business or develop a start-up business in different economic domains. The young entrepreneurs' ambassadors are expected to promote the entrepreneurial spirit among other young people and at European decisional bodies, by engaging and speaking to groups in high schools, university, different European decisional groups, different conferences, workshops and seminars within the existing European young entrepreneurs' organizations or national young entrepreneurs' organizations, within colleges, communities and media groups, as well addressing direct to business and employment organizations/groups.

The young entrepreneurs' ambassadors should be selected nationally from successful young entrepreneurs.

4. MAXIMUM DURATION OF THE ACTION

All proposed actions should have a minimum duration of 6 months and a maximum duration of 24 months. After this time it is expected that participating partners will take over the management of each national or European network and will ensure its continuation.

5. INDICATIVE TIMETABLE

Scheduling starting date will be announced during the 2010 year. The intention is to inform applicants about the launching programme data, no later than 30th September 2010.

6. BUDGET, FUNDING RATES AND ELIGIBILITY OF COSTS

The indicative amount available for this pilot Call of proposals is approx. 1.500.000 Euro

The Programme funding is limited to 80% of the total eligible costs of each proposed project/action.

The average amount of the Programme funding is likely to be 50.000 Euro/project/action.

Indicative number of projects: an estimated number of 27 projects with an average number of 20 young entrepreneurs' ambassadors/network.

- Contribution in kind are not eligible costs
- Contribution in kind is accepted as part of the consortium's co-financing, ONLY in the limit of 5% from the total of eligible costs. This contribution could be co-financing ONLY with office equipment and office administrative costs as (office rent, maintenance, electricity, water, and heating – only in the limit of 5% of these costs).
- **Staff costs.** The following rules apply to all partners of a consortium (including the applicant).
 1. Costs relating to the following categories of staff are considered eligible:
 - Statutory staff, having either a permanent or a temporary individual contract with the partner of the consortium. To be considered in this category, staff must report to the relevant partner organisation as an employee.
 - Temporary staff recruited through a specialized external agency by any of the consortium partners.

Costs related to staff working through subcontracting shall be included under the category "Subcontracting costs". Staff members of Project partners are not allowed to operate in a subcontracting capacity for the project.

2. Real daily staff costs rates are based on average rates corresponding to the applicant's usual policy on remuneration, comprising actual salaries plus social security charges and other statutory costs included in the remuneration. Non-statutory costs such as bonuses, leased car, expense account schemes, incentive payments or profit-sharing schemes are **excluded**.

3. The applicants will define the category of staff and the number of days to be worked

on the project, which must be commensurate with the nature of the project and the work plan.

4. The estimated staff costs results from multiplying the number of days with the real daily staff cost rate.

5. No fees may be paid to the selected young entrepreneurs ambassadors. **Only travel and subsistence costs could be paid.**

- **Subsistence Costs**

1. Subsistence costs for staff undertaking travel to another participating project country in the framework of the present program are eligible.

2. The budget should be based on the maximum rate of the European Commission – table below. Any surplus will be considered as ineligible. The rate to be applied is the one of the country of destination – where accommodation costs are incurred.

3. Costs may be claimed only for journeys directly connected to specific and clearly identifiable project – related activities.

4. Subsistence rates cover accommodation, meals and all local travel costs at the place of destination abroad (but not local travel costs incurred to travel from place of origin to place of destination). In calculating the number of days for which to apply the Daily Subsistence Rate it should be noted that a FULL day normally includes an overnight stay. In duly substantiated cases, a full day's allowance without an overnight stay may be allowed with a pro rata reduction (costs limited to 50% of the maximum) for accommodation.

5. For chosen young entrepreneurs ambassadors subsistence costs are eligible and same eligibility rules will be applied.

Maximum eligible daily rates (in EUR) for subsistence costs

Country		Daily rates (EUR)	Country		Daily rates (EUR)
Austria	AT	225	Latvia	LV	211
Belgium	BE	232	Lithuania	LT	183
Bulgaria	BG	227	Luxembourg	LU	237
Czech Republic	CZ	230	Malta	MT	205
Cyprus	CY	238	Nederlands	NL	263
Denmark	DK	270	Poland	PL	217
Estonia	EE	181	Portugal	PT	204
Finlanda	FI	244	Romania	RO	222
France	FR	245	Slovenia	SI	180
Greece	EL	222	Slovakia	SK	205
Germany	DE	208	Spain	ES	212
Hungary	HU	222	Sweden	SE	257
Ireland	IE	254	United Kingdom	UK	276
Italy	IT	230			

- **Travel Costs.** Travel costs are allocated on the basis of real costs. Travel costs for staff taking part in the project are allowable, provided that they are in line with each partner's usual practices on travel costs. For chosen young entrepreneurs ambassadors travel costs are eligible and same eligibility rules will be applied.

1. Costs may be claimed only for journeys directly connected to **specific** and clearly **identifiable** project-related activities.

2. Reimbursement is based on real costs, independent of the means of travel chosen (rail, bus, taxi, plane, hire car). Partners are required to use the cheapest means of travel (e.g. use Apex tickets for air travel and take advantage of reduced fares, where this is not the case then a full explanation should be provided).

3. The travel cost for a journey should include all costs and all means for travel from the point of origin to the point of destination (and vice versa) and may include visa fees, travel insurance and cancellation costs.

4. Expenses for private car travel (personal or company cars), where substantiated and where the price is not excessive, will be refunded as follows (whichever is the cheapest):

- Either a rate per km in accordance with the internal rules of the organisation concerned up to a max of €0.22;
- Or the price of a rail, bus or plane ticket. Only one ticket shall be reimbursed, independently of the number of people travelling in the same vehicle.

5. For hire cars (maximum category B or equivalent) or taxis: the actual cost where this is not excessive compared with other means of travel (also taking account of any influencing factors such as time, large volume of luggage due to the nature of the project). Reimbursement takes place independently of the number of people travelling in the same vehicle.

- **Subcontracting costs**

1. Costs entailed by procurement contracts for the purposes of carrying out specific and limited work for the project, can be considered eligible when awarded by a partner to an external body, organisation or individual (only if not employed by any of the Partner organisations of the consortium). This includes work such as translation, interpretation and printing.

2. In order to maintain the concept of the project partnership, the management and the general administration of the project may not be subcontracted.

3. The applicant will award the contract to the tender offering best value for money, that is to say, to the tender offering the best cost-benefit ratio, in compliance with the principles of transparency and equal treatment for potential contractors, care being taken to avoid any conflict of interests.

4. The following specific European Union rules with regard to procurement apply:

- Contracts with a value below €12.500 can be paid on a presentation of an invoice;
- Contracts with a value between €12.500 and €25.000 are subject to a procedure involving at least three tenderers;
- Contracts between €25.000 and €60.000 are subject to a procedure involving at least five tenderers;
- For contracts of a value over €60.000, national rules with regard to procurement apply.

5. The total costs for subcontracting may not be more than 20 % of the total eligible costs of the project.

- **Other Costs.** Other costs are allocated on the basis of real costs.

1. Costs arising directly:

- from requirements imposed by the Grant Agreement are eligible (dissemination of information, specific evaluation of the action, audits, reproduction, translation etc.), including the costs of any financial services (notably the cost of financial guarantees);

- from the realisation of specific activities or of products/results of the project are eligible (e.g. the organisation of seminars where the seminar is foreseen as a product/result and where task-related costs are easily identifiable), the production of proceedings of a seminar, the production of a video, the purchase of product-related consumables (reams of paper for printing of publications, blank DVD), etc.

2. Only activities which are specific and necessary for achieving the goals of the project are considered eligible. Proposed costs must always be duly justified.

3. When travel and/or subsistence costs are reimbursed to third parties (i.e. for the costs of people who are neither staff of the partners in the consortium, nor subcontractors), the rules applicable to the reimbursement of costs for staff of the partners in the consortium will be applied.

4. All costs incurred through subcontracting must be mentioned under the "subcontracting" category. The category "Other costs" can only contain costs incurred by the partners themselves.

5. In certain cases, other costs which are not covered by the other cost categories mentioned above may also be considered eligible. Some examples are: one-off costs for press releases and publicity, purchase of copyrights and other Intellectual Property Rights, purchase of information materials (books, studies and electronic data); conference fees; registration fees for conferences; rental of exhibition space, etc. Also

All costs related to the administration of the project (i.e. consumables, supplies, photocopying costs, telephone costs, paper, etc.) are covered by indirect costs of the project.

Eligible costs can be incurred only from the starting date of the action, save in exceptional cases, and under no circumstances before submission of the application for the grant.

The Programme contribution to reimburse eligible costs must not give rise to a profit. Profit is defined as a surplus of receipts over costs. The amount of the grant will be reduced by the amount of any surplus.

Only one action may give rise to the award of only one grant from the Programme budget. The grants will not be awarded for more than the amount requested.

- **Co-financing and responsibilities**

The projects/actions beneficiaries must supply evidence of the co-financing provided, either by way of own resources, or in the form of financial transfers from third parties.

The grant agreement shall be signed by each participating organizations within the consortium, unless a power of attorney is conferred to the appointed coordinators.

- **Subcontracting**

Only a limited part of the project/action may be subcontracted, up to 20% of the eligible costs.

Subcontracted action does not limit the responsibilities of the grant beneficiaries.

7. ELIGIBILITY

All submitted application must comply with all the eligibility criteria set out in this section.

7.1 Geographical eligibility

Applicants eligible to submit proposals must be established in the UE member stats.

7.2 Legal status eligibility

- 1) Applications must be submitted by a legal entity.
- 2) Corporate bodies must be properly constitute and registered under the law of their home country.
- 3) Any public or private entity whose core activity is in the field of fostering, promoting and/or supporting entrepreneurship can participate in this call for proposals. This may include:
 - public authorities responsible for or active in the fields of economic affairs, enterprise, business support or related issues;
 - chambers of commerce and industry, chambers of handicrafts or similar bodies;
 - business support organizations and start-up centers;
 - business associations and business support networks;
 - public and private entities offering business support services.
- 4) Projects shall be run by specific consortia made up of a minimum of three partner organizations. Consortia must conform to the following configuration:
 - a national consortium made of a partner organisations from the same country;
 - transnational consortium made of a partner organisations from at least 3 EU member stats.

7.3. Exclusion criteria

Applicants and their partners shall declare on their honour that they are not in one of the situations referred to in Articles 93 and 94 of the Financial Regulation. Please note that, according to articles 96 and 114 of the Financial Regulation applicable to the general budget of the European Union and according to article 134b of the Commission regulation (EC, Euratom) no. 2342/2002 of 23 December 2002 lying down details rules for the implementation of Council Regulation (EC, Euratom) no. 1605/2002 on the Financial Regulation applicable to the general budget of the European Union, administrative and financial penalties may be imposed by the Commission on applicants who are excluded in relation to points a) to h) of the form in question.

7.4. Eligible proposals

Applications must comply with the following conditions in order to be eligible for a grant:

- Applications must be signed, dated and complete, using the standard submission set;



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- Applications must be submitted before the closing date mentioned in the present Call of Proposals;
 - Only projects that are strictly non-profit-making and/or whose immediate objective is non-commercial shall be eligible;
 - Applications must respect the minimum and maximum duration of the project (See section 4)
 - Applications must respect the maximum Programme contribution as it is lay down in Section 6;