

European Volunteering Capital 2018 Application Form

#EVCapital

CEV launches the fifth edition of the European Volunteer Capital competition. The award is chosen from the applicant municipalities by an international jury of experts who assess the extent to which the recommendations as listed in PAVE are shown to have been implemented. The information provided in this form will count as 70% of the final score allocated to each candidate. 30% of the score will be allocated based on the presentation of the candidature during the Candidates Reception organised by CEV and London European Volunteering Capital 2016 on 13 October 2016 in Brussels (BE).

Important Steps:

1 February 2016	Open call for applications
30 June 2016	Deadline for applications
1 July 2016	Candidates announcement on social media
July / August 2016	Appointment of the Jury & preparation of the presentation of candidatures reception.
13 October 2016	Presentation of Candidatures as part of the CEV PIPE Conference in Brussels, Belgium. All details about this event will be communicated in summer 2016.
December 2016	Announcement of the European Volunteering Capital 2018 Winner (exact date & venue tbc)

The [Policy Agenda for Volunteering in Europe \(PAVE\)](#) document in various languages is available on the CEV website here. If the language needed is not there please enquire with the CEV office.

The application form needs to be completed in English with information on volunteering policy and practice in your municipality. The sections reflect the four policy recommendation areas of PAVE:

- An enabling and facilitating environment for volunteering
- Quality in volunteering
- Recognising volunteering
- Valuing volunteering

You are encouraged to familiarise yourself with them as it will assist in making your application. You are also encouraged to liaise with relevant stakeholders in preparing your application such as Volunteer Centres.

Please distinguish between support and / or situation that exist only in your municipality or when it is the case nationally or regionally.

Good to know:

Municipalities that have been awarded the title of "European Volunteer Capital" cannot apply for the next 5 years after having received this recognition.

The jury appointed by the CEV secretariat acts in full autonomy. Jury members with any conflict of interest in judging will not evaluate these candidates. The decision of the Jury awarding the European Volunteering Capital for 2018 will be announced on or near 5 December 2016- the International Volunteer Day.

The [Call for Applications for the 2019 Competition](#) will be published in February 2017.

The winning municipality will be required to sign a Memorandum of Understanding with CEV reflecting the agreed framework for cooperation for the year the title is awarded.

All candidate municipalities will receive a certificate of candidacy.

Guidelines for Submission of the Application Form European Volunteer Capital 2018

Objectives: The European Volunteering Capital Competition 2018 aims to promote volunteering at local level by giving recognition to municipalities which support and strengthen partnerships with volunteer centres and volunteer involving organisations in their communities in implementing the recommendations of the Policy Agenda for Volunteering in Europe (PAVE). The winning municipality will be granted the title of “European Volunteering Capital 2018” and will be promoted as such during 2017 and 2018 throughout Europe and beyond.

Deadline: 30 June 2016

Submission: By e-mail to gabriella.civico@cev.be

Eligibility: Municipalities of any size from a member state of the Council of Europe.

Attachments:

- 1. Application Form*:** This should be downloaded and completed digitally before printing. Once printed the form should be stamped with the official stamp (where available) and signed by the legal representative. The form should then be scanned and submitted by email. Character limitation includes spaces.
- 2. Proof of payment:** An application fee of EUR 500 should be paid by every candidate municipality and the proof of payment should be attached. Details are:

Please use the reference:	“name of Municipality” V. Capital Application
Account Holder:	CEV, Rue de la Science 10, B-1000 Brussels
Bank:	BNP Paribas Fortis
Account Number IBAN:	BE83210007455615
SWIFT:	GEBABEBB

Jury: For an up to date list of jury members please follow the link:
<http://www.cev.be/european-volunteering-capital-2018/>.

Candidates Announcement: Candidate municipalities will be announced in July 2016

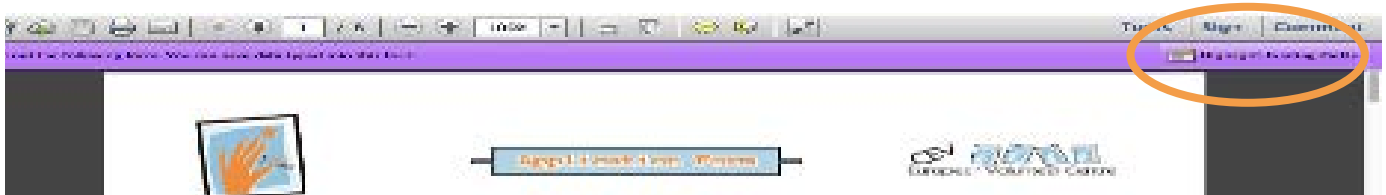
Decision: Jury decision will be announced on or near **5 December 2016 International Volunteer Day**.

Useful Resources: The PAVE communication Tool Kit (www.eyv2011.eu) Volunteering Infrastructure in Europe (www.cev.be)

Questions: gabriella.civico@cev.be

***Technical remarks regarding the Application Form:**

1. Use Adobe Reader to fill in the application form.
Download the form from here: <http://www.cev.be/european-volunteering-capital/>
2. Make sure the option to Highlight Existing Fields is deactivated in order to properly view the form.





Application Form

European Volunteering Capital 2018

Please Note: The information provided in this form will count as 70% of the final score allocated to each candidate. 30% of the score will be allocated based on the presentation of the candidature during the Candidates Reception organised by CEV on 13 October 2016 in Brussels (BE).

Name of municipality:

Country:

Legal representative:

First Name:

Last Name:

Name of person responsible for the application:

First Name:

Last Name:

Contact details

Postal address and phone number:

Email/Website:

Facebook/Twitter/Youtube:

Please provide information on volunteering policy and practice in your municipality reflecting the four policy recommendation areas of PAVE:

[Click here to consult PAVE](#)



Creating an enabling environment

“An enabling and facilitating environment for volunteering demands secure and sustainable funding for the volunteering infrastructure, especially volunteer-involving organisations. It requires understanding, coherent support and development from all stakeholders but especially policy makers, and needs a combination of support mechanisms and/or appropriate organisational structures which can be further strengthened by suitable legal frameworks and clearly identified rights and responsibilities for volunteers and volunteering.”

Please provide evidence of your policies and activities in the following areas:

(Please consult the associated PAVE recommendation as referenced here.)

- Funding for volunteer-involving organisations & volunteering infrastructure (PAVE recommendations 2.1.1, 2.1.5 & 2.2.2) *maximum 2500 characters*

- Action taken to remove barriers to volunteering and make it more accessible (PAVE recommendations 2.1.4 & 4.1.3) *maximum 2500 characters*

- Promotion of and support for Employee Volunteering Schemes (PAVE Recommendation 4.1.9) *maximum 2500 characters*

- Other Comments *maximum 500 characters*



Improving the quality of volunteering

“Improved quality of volunteering requires a common understanding of the key principles and components of quality volunteering, including for example opportunities concerning training and the proper management of volunteers. Improved quality increases the rate, impact and value of volunteering and there are many existing examples of good quality volunteering in Europe which, being context specific, will not always be the same in different circumstances. Quality volunteering invariably results from commonly agreed joint actions between stakeholders and involves strong and transparent multi-stakeholder partnerships.”

Please provide evidence of your policies and activities in the following areas:

(Please consult the associated PAVE recommendation as referenced here.)

- Development of a local/municipal strategy for volunteering
(PAVE recommendation 4.1.1) *maximum 2500 characters*

- Promotion and support for the recognition, training and development of volunteers
(PAVE recommendation 4.3.3) *maximum 2500 characters*

- Support for agreed quality principles for volunteering (PAVE recommendations 2.2.1 & 4.2.1) *maximum 2500 characters*

- Other Comments
maximum 500 characters



Providing recognition to volunteering

“Recognition of volunteering is crucial in order to encourage appropriate incentives for all stakeholders and so increase the quantity, quality and impact of volunteering. It requires the development of a culture of recognition across Europe with re-enforcing positive public awareness messages through the media which show volunteering as a driving force that puts European values into practice. Recognition schemes and tools should include mechanisms for individual as well as collective volunteer achievements.”

Please provide evidence of your policies and activities in the following areas:

(Please consult the associated PAVE recommendation as referenced here.)

- Campaigns to promote and encourage volunteering especially any targeted at vulnerable or marginalised people (PAVE recommendation 2.4.1) *maximum 2500 characters*

- Links to education (formal and non-formal) and Life-Long-Learning (PAVE recommendation 4.3.2) *maximum 2500 characters*

- Incentive & Award schemes to encourage volunteering (PAVE recommendations 2.3.1 & 4.3.4) *maximum 2500 characters*

- Other Comments *maximum 500 characters*



Valuing volunteering

“Volunteering has a value and importance as one of the most visible expressions of solidarity promoting and facilitating social inclusion, building social capital and producing a transformative effect on society. Volunteering contributes to the development of a thriving civil society which can offer creative and innovative solutions to common challenges and contributes to economic growth and as such deserves specific and targeted measurement in terms of both economic and social capital.”

Please provide evidence of your policies and activities in the following areas:

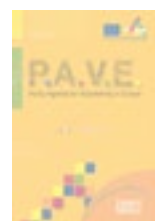
(Please consult the associated PAVE recommendation as referenced here.)

- Possibility to include volunteer time as co-funding for grants and other subsidies (PAVE recommendation 2.1.1) *maximum 2500 characters*

- Support for research and measurement of volunteering (PAVE recommendations 2.4.2 & 4.4.2) *maximum 2500 characters*

- Linking of volunteering in municipal strategy to employability, health and well-being & social inclusion (PAVE recommendation 4.4.3) *maximum 2500 characters*

- Other Comments
maximum 500 characters



Please list here any volunteer initiatives promoting inclusion and preventing extremism supported by the municipality:

List here any organisational or individual endorsements for this application:



I understand that the information provided in this form counts for 70 % of the final score given by the Jury in the evaluation process. 30 % of the score is allocated based on the presentation of the candidature during the Candidates Reception on 13 October 2016, in Brussels (BE).



Confirmation that the 500 euro application fee is paid.
Please enclose the proof of payment when submitting this application.



Signature of legal representative:

A handwritten signature in black ink, appearing to be 'J. B. B.', written over a blue rectangular background.

Stamp:

AARHUS KOMMUNE
Borgmesterens Afdeling
Rådhuset - Postbox 32 og 36
8100 Aarhus C

Date:

30-06-2016



European Year of Volunteering 2017

