**EVS Application**

***If you are interested in our project, please fill in this application form and send it back to*** [***cristina.ronconi@alcenero.org***](mailto:cristina.ronconi@alcenero.org) ***or*** [***giovani@alcenero.org***](mailto:giovani@alcenero.org)

***Please, be honest and try to concentrate in the information that could be related to our project (write specific and not general motivation)***

**General information**

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| --- | --- | --- | --- |
| First name/s |  | | Please paste a picture of you |
| Family name/s |  | |
| Gender |  | |
| Date of Birth |  | |
| Nationality |  | |
| Address |  | |
|  | |
| E-mail |  | |
| Skype |  | |
| Mobile | |  | |
| Passport o Id number: | |  | |
| Person to call in case of emergency | |  | |

**Personal information**

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| 1. **What are you doing at the moment?** |
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| 1. **Tell us about your past studies/jobs** |
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| 1. **Describe your future plans with reference to studies or occupation** |
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| 1. **Tell us about any volunteering experience you have done:** |
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| 1. **What do you like to do in your free time?** |
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| 1. **Summarise meaningful past travel experiences:** |
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| 1. **Describe the place where you live (house/town, etc...)** |
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| 1. **Languages spoken and level (Native/Fluent/Good/Basic)** |
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| 1. **Have you ever lived alone or with other people than your family? Do you have any problems with sharing a flat / room with other people?** |
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| 1. **Do you have special needs (dietary needs, problems of mobility, health care, allergies, etc...)? Do you take any medicine?** |
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**Project Information**

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| 1. **What are your main reasons for going abroad?** |
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| 1. **Describe why you are interested in this project and if you have previous experiences in the same field:** |
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| 1. **What does being an EVS volunteer mean to you?** |
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| 1. **What do you think you can achieve (learning objectives, new skills, competences, etc.) during this voluntary experience abroad?** |
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| 1. **What kind of challenges / difficulties do you think you will face during this EVS project?** |
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| 1. **What are your flaws/weak points?** |
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| 1. **What are your strong points?** |
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| 1. **What can you add to the host organisation in terms of proposals, activities, skills, etc.?** |
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**TO BE FILLED IN BY YOUR SENDING ORGANISATION**

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| --- | --- | --- | --- |
| Sending Organisation (S/O) | Fundacja Rozwoju Społeczeństwa Przedsiębiorczego | | |
| [FRSP] |  | Fax: |  |
| Phone | 0048 600993809 | | |
| Official Address | Ul. Orzechowa 9, 43-225 Wola, Miedźna, Silesia, Poland | | |
| Correspondance adress | Ul. Warszawska 6/311, 40-006 Katowice, Silesia, Poland | | |
| Contact Person | Natalia Podbielska | | |
| Phone/e-mail | 0048 32 203 12 18, [natalia@bonafides.pl](mailto:natalia@bonafides.pl) | | |

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| 1. **How did you select the volunteer? (Is the volunteer a member of your organisation, are you going to involve the volunteer in your current activities, did you interview the volunteer by phone or face-to-face...)** | |
| We recruited volunteers by OPEN CALL. We want to have strongly motivated young people, who will be focused on the project's objective, that do not turn up that it was only a momentary concrete country trip whim. We didn’t discriminate the volunteers by their sex, we was objective in our choice and tried to chose the same number of male and female, if the moitivation of them will be equal.The candidates to volunteers was asked to send their CV(europass), motivation letter and special application form. These documents we forwarded to RO | |
| 1. **What kind of preparation will you provide the volunteer with?** | |
| Our organization will help volunteers in arrange the travell and all of issues conected with that. FRSP  together with receiving organizations will aplicate for visa for all volunteers and will help in this process of writing invitation, if necessary. Our president has experience in working with foreigners and processing of formal cases thankfully to his previous work in the department of foreigners in The Silesian Voivodeship Office. So we have prepared person.  We will support volunteers in travel preparation (searching flight ticets, the best connections and transport, inform about how to get from place to place, about person who pick them up and from where etc). We will take care about Info Kit which volunteers should received . We will prepare them during pre-departure training, where volunteers will get all of important informations.  We are ready to take care of insurance for volunteers, we will ensures, with the sending and receiving organisations, that each volunteer is in possession of the European Health Insurance Card (if applicable) and is covered by the obligatory EVS Insurance plan foreseen in the Erasmus+ Programme( that they established for them CIGNA insurance accordance with the requirements of the new programme).  Some training will be provided to volunteer about the crisis management and risk prevention inclduing elements of intercultural learning in safety aspect at first on pre-departure training and then already at the place of his/her service.  Besides volunteers will get the information how to live and habit in foregin country and what are the differences and similarities between Poland and host country.  - project on what base the project, the work, founds, budget, volunteer rights and obligations of the parties of Activity Agreement, about risk preventions, reports, evaluation process, communication between partners: RO and SO, obligatory trainings, negotiations with RO, schedule of activities, free time, trip on the project, the project life;  - motivation, we once more ask their about motivations,ideas for the projects, their plans,documents contract with SO,tickets,bills, reports,the main priorities of this program,the objectivies,the social character of activities on EVS. As a sending organization we will help in travel preparation - advice the best transport, help in searching tickets etc.  We will be in constant contact with volunteers during whole implementation of the project. | |
| 1. **What kind of support do you give volunteers during their EVS? And afterwards?** | |
| FRSP as Sending Organiztaion is going to arranged and maintained constant contact with departuring the volunteer to the project (providing information about: project, organization, country, organizing pre-departure training, provide AXA insurance, helping with traveling stuff),  The project coordintaro Natalia, will be in constant contact with RO and volunteer through e-mails, skype and phone calls.  After the EVS project and upon volunteer’s return to home country, the sending organizations will meet with the volunteer face to face or by skype (at least by phone convesation) in order to evaluate the overall project, the experience gained, skills and competences developed, as well as future life perspectives. | |
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| 1. **Please, give us a short description about your organization, especially regarding your experience with the EVS Programme.** | |
| The Bona Fides Association was founded in 2003 in Katowice. Association is an independent, nonprofit and politically un-involved non-government organisation. In the beginning of its activity, Bona Fides was realising aid,educational and cultural ventures, aiming in children and young people development in all areas. In 2004 Association joined forces with the Katowice Civil Group (KGO), which was aiming in education in the human rights area focusing on civil rights, increasing of the public information access, public spending control and counteracting for corruption in public institutions. After several years of working on such different projects members of the association decided to focus their efforts on watchdog activity. Since 2008 association is mainly focused on its watchdog activity plus it works as an organisation which is sending young people as volunteers abroad as part of the Youth in Action Programme as well as host EVS volunteers from different countries.  The Bona Fides Association has got an extensive experience in realization Youth in Action projects. We've send a lot of volunteers abroad on a variety kinds of projects to different countries (EU countries or Programme Countries and Neighbouring Partner Countries). All of our young volunteers had the opportunity to take part in ecological projects, archeology and cultural reconstruction projects, work with children as well as with disable peoples etc. Our contact and previous cooperation with all of the organizations till now is in very good condition, that’s way we think that cooperation with this organization will be good and successful as well. We have experience with preparing volunteers to their voluntary work in different country, culture - we always prepare them for cultural shock and we explain that the reality of another country can be very different than our. We've always supported and monitored volunteers before, during and after the EVS activities, arranged insurance of volunteers, assisted the volunteers with international travel arrangements, visa requirements, stay connected with NA. We have also sophistication in providing administrative things of all project and quality support to Receiving Organization.  We have in organization 2 EVS coordinators. One of them has worked in Association Bona Fides since 2012 and our second coordinator join to her in 2014, but he has got an external experiance with EVS projects . Both of them have had occasion to coordiante plenty of projects, count in this sending volunteers abroad as well as host them in our organization.Both of them prepare projects for deadlines, deal with the administrative side of projects as well as division of responsibilities for volunteers. Yearly our coordinators prepare and send abroad around 30 volunteers for youth exchanges, EVS projects, work camps and other non-formal education activities and take care of 6 our EVS – volunteers, hosted in our organization each year. | |

Thank you!