

Call for activities @the EYE Village

Frequently Asked Questions (FAQ)

General questions about the EYE2025 and the calls for activities

1. Why should I apply?

The programme of the EYE is created for young people by young people. We would like to co-create the event with you for all the participants coming to the EYE. Whether you've organised activities at the EYE before or wish to make your debut, we want to hear from you. This is your chance to take part in the biggest youth event in Europe. By organising activities at the EYE, both inside the European Parliament and in the EYE Village, you'll connect with thousands of young people, share knowledge, and help shape the future of Europe.

2. What is the purpose of involving young people in activities?

The EYE is an event for youth, co-created with youth, and participants themselves can propose and organise interactive or artistic activities.

3. Who can apply?

In the *Call for activities inside the Parliament*, both established youth organisations and groups of young people without an organisation can apply. For the *Call for activities @the EYE Village*, only established organisations can apply.

Call for activities @the EYE Village

In order to be eligible, your organisation needs to be

- Legally registered in one of the European Union Member States.
- A non-for profit entity or equivalent according to the national legislation in which the organisation is established.
- Without partisan political affiliation.

You do not need to have prior experience in organising activities in the EYE Village, but your organisation needs to be able to conceptualise and implement an activity for a minimum of 50-99 people.

Call for activities inside the Parliament

In order to be eligible, you need to fulfil the following criteria:

- The organising group must consist of 8-10 participants. It must include minimum two facilitators (to organise an interactive workshop) or minimum two performers (for small-scale artistic performances).
- Participants must be residents of the European Union, a candidate country, or the UK.*
- Participants must be between 16-30 years old by the date of the event (13 June 2025), with the exception of the group leader who can be older than 30 but must be at least 18 years old.

*Please note: If your place of residence is within a 50km radius of the European Parliament premises in Strasbourg you will not qualify for funding, but can still propose an activity. This restriction does **NOT** apply to activity organisers in the EYE Village.

4. Do you have any tips on the type and topic of activities expected for both calls?

Interactivity! We encourage you to design your activity so it's as interactive and engaging for participants as possible. This means implementing non-formal education methods and making sure that participants have the space to interact with each other and speakers, contribute with their experience and knowledge, and express their concerns. All activities should be designed by young people for young people.

You can propose various formats, e.g. a panel discussion, a workshop, a simulation game or even a sustainable fashion show. To get a better understanding of what we are looking for you can have a look at our selection criteria and at the programmes of [previous EYE editions](#).

5. Can we take part in the EYE2025 online?

EYE2025 will be organised in-person in Strasbourg on 13 and 14 June. A limited amount of activities will be available in a hybrid format and live streamed to our online audience. Applications for activity organisers should propose in-person activities only.

6. How many people can attend my activity?

Call for activities @the EYE Village

There are three different size-categories for the activities:

- Small activity for 50-99 people
- Medium activity for 100-200 people
- Large activity for over 200 people

Your organisation can apply to organise more than one activity, and can also apply to organise a stand.

Call for activities inside the Parliament

In our application form, we ask you to define the maximum number of participants yourselves. Since interactivity is a core selection criterion, we recommend you take into consideration how many participants can be

accommodated in your activity while maintaining interactivity. Usually our workshops welcome between 30-60 people.

7. How long do the activities need to last?

Call for activities @the EYE Village

Each activity should be planned for a time slot of 60-90 minutes. The activity will then be repeated several times. This means that you might run your activity three times a day for different groups of people.

Call for activities inside the Parliament

Usually we foresee time slots of 30-90 minutes for your activities. If you would like to request a different duration, please justify this in your application. Please also keep in mind that we ask you to facilitate your activity once on Friday, 13 June and once on Saturday, 14 June.

8. What would the location and equipment be like? Do you provide any equipment?

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The European Parliament and the European Youth Forum will provide basic logistics, including stages or tents, modular furniture, audio-visual equipment and WI-FI. The activity organiser has to provide any other (small) equipment needed for the activities organised in the EYE Village, such as stationery, flags and tablets.

Call for activities inside the Parliament

Your activity will take place in a meeting room or space inside the European Parliament. The space will be furnished and basic equipment will be provided, as specified in the application form.

9. How many activities can I propose?

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You are welcome to apply for several activities. It is important to keep in mind that the maximum amount of activities is 1 small activity + 1 big activity, OR 1 small activity + 1 medium activity + 1 stand. This is because the maximum grant allocation to one organisation is EUR 14,430. You can find detailed information in the *Call for activities* section on lump sums. Please note every activity will be evaluated separately and not as a set, unless combined with a stand. This means, it is possible that when applying for two activities, only one is selected.

Call for activities inside the Parliament

You are welcome to propose different activities (one form per activity proposed), but please note that it is possible none or only one activity will be selected and receive a financial contribution. You will be asked to host your workshop or artistic performance once on Friday, 13 June and once on Saturday, 14 June.

10. How many people can I bring as part of my organising team?

Call for activities @the EYE Village

The amount of people you can bring to the activity will depend on the size of your activity and how many people you need to implement your activity. The maximum team that an applicant will be able to send is composed of 15 people.

Call for activities inside the Parliament

The organising group must consist of 8-10 participants. It must include minimum two facilitators (to organise an interactive workshop) or minimum two performers (for small-scale artistic performances).

11. When do the calls close and when will I be notified?

The calls will close on **Monday 28 October 2024 at 23:59 CET**. No applications will be accepted after this date. After the closing of the calls, we will assess the eligibility of the applications and make a selection. Applicants will be informed of the selection by the end of November 2024.

12. I still have some questions left, where can I ask them?

We will organise at least one information session where we will present the EYE2025 concept, details of the calls procedures and answer questions regarding the application process.

13. Can I get a free ticket to EYE2025?

Attending EYE2025 is always free. Once accredited, you can participate in other activities of the EYE programme.

14. How can I contact you if I have questions?

Call for activities @the EYE Village

Please contact: eyevillage@youthforum.org.

Call for activities inside the Parliament

Please contact: eye@ep.europa.eu.

Questions about the call for activities in the EYE Village

1. Can I apply for different Neighbourhoods of the EYE Village?

As mentioned in the *Call for activities*, the EYE Village will be divided into three neighbourhoods: ENGAGE, EMPOWER, CONNECT. You can apply to host different activities in different parts of the EYE Village by picking the corresponding neighbourhoods in the Session Outline template (one per activity) and Google

Form. The European Youth Forum may adjust the location of activities to better fit the overall concept developed together with the European Parliament.

2. Can the activity be targeted at a specific group of young people?

Each activity offered at the EYE Village will be aimed at a variety of young people. This does not mean that you cannot focus on a specific group of people as long as your activity appeals to a wide range of nationalities and is inclusive to those with fewer opportunities.

3. The Session Outline Templates ask if we plan to involve decision makers in our activity. Do we need to involve decision-makers in our activity? Does this have an impact on our evaluation?

At the EYE Village, activities with and without decision-makers will be included in the programme. This means that the absence of decision-makers will not affect the evaluation of your activity, but will be taken into account to ensure a balanced offer of activities.

4. Does my activity have to be organised in English?

Activities can take place in English, French or German. However, please submit your Session Outlines in English only.

5. What exactly is covered by the financial contribution for the *Call for activities @the EYE Village*?

You will receive a lump sum depending on the size of your activity/ies. The lump sum covers accommodation, travel and subsistence costs for the team organising the activity in the EYE Village in Strasbourg. You will also need to budget for two representatives to come to Strasbourg one day before the event to attend a preparation team meeting. In general, it is up to you to decide how to divide the lump sum between travel, accommodation, etc. and how you want to organise your activity.

This also means that you will not need to justify trainer and facilitator costs to us but will be free to decide if you want to allocate part of the lump sum for that.

6. Do I need to send to the European Youth Forum all the tickets and invoices related to the expenses for the organisation of the activity?

No, you do not need to send us any tickets or invoices as you will be responsible for your own budget management and accounting of the lump sum. Please note that we will ask for proof that you used the most sustainable travel options. This means that we expect you to use the train/bus for distances below 500km and avoid the use of cars as much as possible.

Please be aware that you may need to keep proof of all expenses for your organisation's auditing purposes.

7. Do I need to report on the activity?

Yes, each activity organiser will need to submit a mid-term report and a final report. If selected to organise an activity, the European Youth Forum will provide guidelines on how to do the reporting.

