

## MELANGE APPLICATION FORM

*Melange* is Vienna's program for European Solidarity Corps (ESC) volunteering projects. It is coordinated and implemented by the association *Grenzenlos* in close co-operation with *WIENXTRA* – the youth information center in Vienna. The Melange program is funded by the City of Vienna and the European Commission.

Grenzenlos is a lead organization for European Solidarity Corps volunteering projects and coordinates the volunteering activities within the Melange program in Vienna.

**To apply for one of our ESC volunteering projects, you must fill in this form completely and send it together with your CV to [application@melange.wien](mailto:application@melange.wien) before the application deadline!**

You can find all our currently available ESC placements and their application deadline, as well as further information about the application procedure on our website: [www.melange.wien](http://www.melange.wien)

We will forward your application documents to the hosting organization. They will do the selection of volunteer(s).

Please note that in the selection candidates with fewer opportunities, candidates who have no previous international experience, and/or no degree in higher education are given priority!

We ask for your understanding for this procedure, as it will offer the MELANGE and European Solidarity Corps program in Vienna to young people who otherwise might never have the chance to go abroad and participate in international activities.

Grenzenlos will inform you about the selection results after the application deadline as soon as we have received the information from the host organization.

### Declaration

'I agree that the data provided by me in this form can be shared with the supporting, coordinating, and hosting organization of this project'

☐ Please, tick this box to show you understand and accept the above declaration.

Which ESC volunteering project are you applying for? Please state the name of the host organization:	
When can you start the project and for how long?	

In case you are interested in more than one hosting organization coordinated by Grenzenlos, please send a separate application form for each of the projects!

## SUPPORT ORGANISATION DETAILS

We can only accept your application if you have a supporting organization! The support organization needs to be from the country you currently live in.

Organization

Name: "Common Sense" Youth Organization    OID: E10200624

Address: 5th mic-dist, Sumgait Youth House, Sumgait city, AZ5007, Azerbaijan

Phone: +994503217290    E-mail: evs@csyo-az.org

Contact person: Ramiz Aliyev

## YOUR PERSONAL INFORMATION

You must write the names, date and place of birth, nationality, and sex as stated on your passport/ID!

First name(s):

Last name(s):

Date of birth:

Place of birth:

Nationality:

Passport number:

E-Mail address:

Phone number:

Address:

(street, number, postcode, city, country)

Sex:

Gender:

Preferred pronouns:

PRN:

your personal reference number for the ESC

PHOTO

## EMERGENCY CONTACT

Please state the contact information of a person that can be contacted in case of emergency.

First and last names:

Relation to you (parent, friend, partner, ...):

Address:

Telephone number:

E-Mail:

### Declaration

'I declare that the person mentioned as my emergency contact is informed about the status and agrees to share their contact details with the supporting, coordinating, and hosting organization.'

☐ Please, tick this box to show you that understand and accept the above declaration.

## ABOUT YOURSELF

What is your current occupation? Are you studying, working, finishing school, unemployed, ...?

Please describe your previous formal and non-formal education, and your work experiences:

Please describe your previous volunteering experiences (local and international), if you have any:



Do you have any former international experiences? For example: stays abroad, exchanges, Erasmus exchange, etc.

Have you ever participated in an EVS, Erasmus+ or European Solidarity Corps volunteering activity?  
If yes, for how long?

Please describe your current living situation:

For example, do you live in the city, countryside, small town? Do you live alone, or with your parents, partner, friends?

What are your hobbies?

How would you describe your personality?

Knowledge skills you hope to gain during your volunteering experience:



Knowledge and skills you can share during your volunteering experience:

Which challenges do you think you might encounter during your stay abroad?

Your native language(s):

If you speak any other languages, please add them to the list below and mark your language level:

LANGUAGE	FLUENT	GOOD	BASIC

**Were you able to write this application in English yourself?**

- ☐ Yes, I managed to write this application by myself.
- ☐ No, I needed help in writing this application (from another person, Google translate, ...).

**Do you consider that in your life you face some of the obstacles listed below?**

Please answer honestly! The European Solidarity Corps aims to promote social inclusion by giving opportunities to all young people. When selecting volunteers, we will give priority to applicants

with fewer opportunities. This information will also help us to prepare your volunteering activity and to ensure that you will be offered adequate support throughout your volunteering experience.

Please mark YES or NO	Yes	No
<b>Disability / special needs</b> – e.g. mental (intellectual, cognitive, learning), physical, sensory or other disabilities		
<b>Health problems</b> - e.g. chronic health problems, severe illnesses; psychiatric conditions; physical and/or mental health problems		
<b>Educational difficulties</b> - e.g. learning difficulties, early school-leaver, poor school performance		
<b>Cultural differences</b> - e.g. immigrant, refugees or with immigrant or refugee family background, belonging to a national or ethnic minority		
<b>Economic obstacles</b> - e.g. low standard of living, low income, dependence on social welfare system, long-term unemployment or poverty, debt or financial problems		
<b>Social obstacles</b> - e.g. facing discrimination because of gender, ethnicity, religion, sexual orientation, ...		
<b>Geographical obstacles</b> - e.g. living in remote or rural areas, on small islands or in peripheral regions, or in urban problem zones, or less serviced areas (limited public transport, poor facilities)		

If you have answered yes to any of the above, please give further description. If applicable, please also describe the necessary assistance/support you might need before and/or during your volunteering activity:

Please mark YES or NO	Yes	No
Do you have any allergies?		



Do you need to take any kind of medication?		
Is there any food you do not eat?		

If you have answered yes to any of the above, please give further description. If applicable, please also describe the necessary assistance/support you will need before and during your volunteering activity.

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*Please be honest and as specific as possible. Your answer will not be a disadvantage in the selection process! It will simply help us to understand if Grenzenlos and the host organization are able to provide the support you may need during your volunteering and to make the necessary preparations. Feel free to mention above also any other support needs you might have.*

## YOUR MOTIVATION

**Please describe below your motivation for this specific project or attach a motivation letter.**

Why would you like to participate in an ESC volunteering project in Vienna? Why are you applying for this specific project?

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Is there anything else you would like to tell?

**Declaration**

"I declare that all of the information stated in this application form is correct and answered truthfully by myself, the person named on this application form. Furthermore, I declare that I have never taken part in any long-term EU funded volunteering project. "

☐ please tick here to show you understand and accept the above declaration.

Thank you for filling in the application form!

**The next section is for your supporting organization.**

After completing the form, please send it to [application@melange.wien](mailto:application@melange.wien) via e-mail.

IMPORTANT! Please write the name of the host project you are applying for as the e-mail subject!

We can only accept your application if you already have a supporting organization and if you indicate the specific host organization you are applying for!

For more information visit [melange.wien/en/application-govienna/](http://melange.wien/en/application-govienna/)

**TO BE COMPLETED BY THE SUPPORTING ORGANISATION:**

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 have volunteers database where we keep details of prospective volunteers and use it in case we have suitable project for them. We regularly give seminars and info-sessions about ESC. As a sending organization we select candidates after screening her/his motivation and resume for the approved project. For deep scrutiny, we invite candidates face-to-face or Skype (if volunteer are living in other city) interview to check his/her language skills, motivation, leadership, teamwork and communication skills and other requirements set by hosting organization for project.



To your understanding, can the candidate be considered a participant with fewer opportunities in any way? Please explain why and what support might be needed, or why not.

Organization every time keep contact before, during, and after with volunteer, according to the needs of volunteer we do support for volunteers.

What preparation and support will you provide to the volunteer before, during, and after the volunteering activity?

Organization every time keep contact before, during, and after with volunteer, according to the needs of volunteer we do support for volunteers.

Have you or will you provide the volunteer with theoretical preparation? (ESC information, insurance, rights and responsibilities of the volunteer, roles of the involved organizations, etc.)

for each volunteer, we organize the pre-departure seminar for 2 hours. we give necessary information about the project, hosting organization and country, ESC project management, Insurance rules and procedures, conflict management and actors of ESC project. after the seminar, we send all these documents by email to volunteer, We support they visa process. We also keep contact with our volunteers during the service and suggest that our assistants.

Do you provide the volunteer with other kind of information/training? (linguistic preparation, cultural formation, information about host country, etc.)

All technical informations provieding during the pre-departure meeting.

Is there anything else we should know about the volunteer or your organization?

N/A