Ministry of Labour and Social Policy,
Ministry of Infrastructure and Development

The Youth Guarantee Implementation Plan in Poland

Warsaw, April 2014
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1. Context and rationale of the Youth Guarantee implementation in Poland.

In response to an increasingly higher level of unemployment of the young people in Europe, the European Commission has undertaken actions aimed at supporting young people in taking up employment. In December 2012, at the EU level, the Youth Employment Package was developed. A part of the Package is an initiative of establishing Youth Guarantee, namely a postulate for the EU member states concerning providing to the young people aged below 25 - who are not in employment, education or training - good quality offer of employment, continued education, an apprenticeship or a traineeship within a period of four months of becoming unemployed or leaving formal education. The Council accepted the recommendation on establishing the Youth Guarantee (2013 C 120/01) on 22 April 2013, and obliged all member states to its implementation.

As a supplement for the Youth Guarantee implementation, during the European Council summit, on 7-8 February 2013, a decision was made to implement the Youth Employment Initiative, which should be targeted at regions where the level of unemployment of people aged from 15 to 24 exceeds 25%. For the YEI in Poland EUR 550 million were allocated.

In June 2013, the European Commission transferred, to the Parliament, the Council and the European Economic and Social Committee and to the Committee of the Regions, the following Communication: Working together for Europe’s young people. A call to act on youth unemployment. The Communication calls upon the institutions of the European Union (EU), member states (MS) and social partners and civil society of the Community to undertake immediately common work for employing the youth in the areas designated by the Commission.

In connection with the above, the initiatives of the European Commission, aimed at practical execution of activities for possibly quick reversal of the adverse trend in employing the youth in the EU, including in Poland, were considered by the Ministry of Labour and Social Policy, when preparing the Youth Guarantee Implementation Plan with the use of the Youth Employment Initiative in Poland.

Member States with regions with the young people unemployment rate above 25% were obliged to prepare the Youth Guarantee implementation plan until December 2013. This revised study presents the plan for Poland that was sent to the EC on 23 December 2013.

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2 COM (2013) 447 final
1.1. Young people on the labour market - diagnosis.

In Poland, like throughout the European Union, the position of the youth on the labour market is definitely more difficult than in the case of people from older age groups. It can be seen in a low level of professional activity, as well as relatively low employment and high unemployment of the youth.

Only one third of all Poles aged below 25 are professionally active, though it is determined largely by continuation of education and supplementation of qualifications in the case of almost 90% of professionally inactive young people. In the face of difficulties in getting a job, a considerable part of young people decide to obtain higher education to increase the possibilities of finding the right job. This is fostered by the dynamic growth of higher education. In the academic year 2012/2013, more than 450 university-level schools were educating nearly 1.7 million people, whereas in the academic year 1990/1991 the number was little more than 400 thousand people. Although the number of students remains high, since four years it has been falling systematically, mainly due to demographic changes, since gross enrolment ratios are still high.

In addition, approx. 5.5% of professionally inactive young people remain inactive due to family obligations and duties related to running a house, and subsequent 2% for reasons of disease and disability. It means that only actually approx. 2% of people aged 15-24 (namely approx. 60 thousand people) are professionally inactive because they are discouraged by ineffective job-seeking or are searching for it, but are not ready to take it up.

Every fourth person aged 15-24 works, and the unemployment rate in this group is above 27%. This situation is typical not only of Poland. According to the Eurostat data, the harmonized youth unemployment rate in January 2014 in Poland amounted to 27.4% towards 2.5 times lower total ratio. On the other hand in Poland, like in the EU, the youth unemployment rate decreased by 0.3 percentage point as compared to the situation from before the year. However, its value in Poland remains higher than in the EU, where it amounted to 23.4%.

Basically, attention should be focused on these people who remain unemployed or professionally inactive for reasons other than education, family obligations or disease, which means a group of approx. 88 thousand professionally inactive people and approx. 400 thousand unemployed aged 15-24. These data come from the Labour Force Survey in Poland (Badanie Aktywności Ekonomicznej Ludności – BAEL) carried out by the Central Statistical Office (GUS). However, the same survey is the basis to calculate the NEET (not in education, employment or training) ratio, which covers a slightly broader group of people. The NEET ratio for people aged 15-17 in Poland records a very low value – only 0.6% in 2012 (5 times lower than for the whole EU). It results, first of all, from the compulsory education until 18.

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3 The gross enrolment ratio in the 2012/2013 school year reached 51.8%. Over the last 20 years, it has grown by four times.
4 Source: The National Statistical Office (GUS), LFS
5 Source: as above.
For this reason, the percentage of the youth that does not continue education in Poland is only 5.7% (as compared to 12.8% in the EU).
In subsequent age groups, the NEET ratio records higher and higher values. According to the Eurostat data for 2012, in the group aged 18-24, in Poland, the NEET ratio amounted to 15.9%. In the entire group aged 15-24 the NEET ratio amounted in 2012 to 11.8%, i.e. was about 1.5 percentage point lower than in the EU.
From the analyses conducted by the Ministry of Labour and Social Policy, on the basis of the data of the Central Statistical Office, it seems that 2013 ratios were less optimistic. In the group aged 15-17, the NEET ratio amounted to 0.7%, in the group aged 18-24, to 16.7%, and in the whole group covered by our support, namely aged 15-24, it amounted to 12.5%.
In this way, the size of the population aged 15-24 in the NEET group in Poland is estimated at approx. 560 thousand people, including approx. 8 thousand people are people aged 15-17. It should be emphasized that at the level of voivodships the actual problem of NEET is reflected much better by percentage ratios, rather than number of the group classified into this category in particular voivodships, because, in this case, the size of population in a given age group has an impact and hence the highest number of the youth qualified into NEET was recorded in voivodships with the greatest population, i.e. Śląskie, Mazowieckie, Małopolskie and Wielkopolskie Voivodships. On the other hand, the NEET ratio in the group aged 15-24 shows a completely different distribution. The highest values in 2013 were recorded in the following voivodships: Podkarpackie (17.2%), Lubuskie 16.8%), Warmińsko-mazurskie (16.2%), and Zachodniopomorskie (15.5%). The lowest value was recorded in Mazowieckie (9.2%) and a little higher in Podlaskie (9.8%).

As indicated above, the NEET group aged 15-24 in 2013 included approx. 560 thousand people, of which 407 thousand were people unemployed, in accordance with BAEL definitions.
From this group, less than 270 thousand people declared registration in employment offices, namely approx. 66% of the unemployed according to BAEL. These data differ, for methodological reasons, from the actual number of young people who are included in the unemployed records, kept by employment offices. In 2013, the average number of the unemployed registered in employment offices aged 18-24 amounted to approx. 410 thousand people, namely it was over 142 thousand people less than indicated by the respondents in BAEL. On the one hand, differences can result from the fact that some of the unemployed according to BAEL did not declare registration in an employment office. On the other hand, it may be an effect of the registered unemployed working illegally.

Counteracting the NEET phenomenon is one of more serious challenges for the education system and labour market. The OECD survey results presented in the strategy "Better Skills, Better Jobs, Better Lives" indicate that in the case of young people (16-24 years) in education and/or in employment, competences increase with age, whereas in the case of people with NEET group - their regression takes place. Lack of practical abilities and occupational experience is the most frequent raised argument in the context of youth unemployment.

The whole NEET community in the age of 15-24 is in Poland the target group of the suggested plan including commitment of various entities and of multiple funding sources in order to limit the number of youth that remain unemployed or do not participate in trainings or formal education.

Despite low percentage of the youth, who do not continue education (5.7%), some of the people classified into the NEET group are not registered in employment office and remain excluded from the labour market, above all, because of unfinished formal education, and hence lack of vocational qualifications. Often, these people are not interested in being employed, because they do not see such a need or do not feel like training and supplementing their education. It may be a group which is very difficult and reluctant towards activation. Hence the initiative to reach them using specific methods and cover them with activities executed under projects co-funded from ESF funds. This group may include even ca. 150 thousand people, if the NEET community is decreased by those registered in employment offices.

The second, much more numerous group are unemployed people registered in employment offices, aged 18-24, who today, pursuant to the Act on the Promotion of Employment and Labour Market Institutions, are recognized as being in a special situation on the labour market. It is worth noticing that part of the registered unemployed continue education, in the extramural form, since extramural education does not exclude the possibility to obtain the status of the unemployed. For this reason, a decision was made that the Youth Guarantee should cover all unemployed young people registered in employment offices, rather than only those from the NEET group (including not in education). Therefore, all the people from this age group registered in employment offices will be able to benefit from services and instruments stipulated in the Act on the Promotion of Employment and Labour.
Market Institutions. It should be reminded that in 2013 the average number of people aged 18-24 registered in employment offices was 410 thousand. However, it is required to highlight that, as a result of demographic changes, the number of the youth will be probably decreasing in the future years, which will also affect the labour market situation of the youth and will enable activating a higher percentage of the young unemployed.

Particular help for young people, which results from low professional activity and employment as well as high unemployment in this group, is also a consequence of considerable effects of the economic crisis on the labour market, experienced in particular by the young. In 2009, given the general growth in unemployment by over 28%, the number of young unemployed increased by nearly 40% and the share of the young in the number of the registered increased to 22.5%. Although in the next years the situation began to stabilize, the youth unemployment ratio has remained very high and its size depends on the level of education of the young. In 2013, the young unemployed accounted for approx. 18.9% of the total number of registered unemployed. At the end of 2013, they accounted for 18.6% of the registered unemployed. It means that, although this share was significantly lower than 15 years ago, when every third unemployed was aged below 25, but still every fifth registered is a young person. In addition, the situation with regard to this ratio is characterized by high regional diversity. The share of young unemployed among the registered is particularly high in Małopolskie Voivodship, where, at the end of 2013, it was 23.3%, whereas the lowest was in Dolnośląskie – 15.0%.

The young, by registering in an employment office, remain unemployed on average for more than 8 months. It is a nearly 5 months less than for the other unemployed, but still a long period. In the group of young unemployed, 8.4% have university degree, and subsequent 26.5% have post-secondary and secondary vocational education. On the other hand, almost 30% of young unemployed do not have vocational qualifications and in spite of a high demand for employees to perform simple works, the young are not willing to take up such work in exchange for low remuneration. Therefore, it is necessary to equip these people in vocational qualifications which make it possible to get a job by vocational training, vocational preparation of adults or traineeships, which will additionally ensure occupational experience. From among reasons of high youth unemployment, two are listed most often, i.e. lack of occupational experience and the mismatch of qualifications to the labour market needs. Every second unemployed aged below 25 does not have any occupational experience and every fourth has an experience of below 1 year. Even in the 25-34 age group, every third unemployed has no occupational experience. Given a high share of people without vocational qualifications, it has a serious impact on job opportunities, particularly when the expectations of employers are high. It involves also another serious problem, which is

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6 "Młodzi 2011" (Young People of 2011) ed. M.Boni, Chancellery of the Prime Minister, Warsaw, 2011, p.137
an insufficient number of job offers, and poor cooperation between the education system and employment. From research conducted on order of the Polish Agency for Enterprise Development under the Study of Human Capital in Poland it seems that only approx. 8% of positions offered by employers are meant particularly for young people, aged below 30. At the same time, the most often formulated requirement is having a half-year occupational experience, specified professional and soft competences, as well as availability and creativity. Young people find it difficult to find a job quickly also due to expectations related to work, including often high pay expectations and low mobility arising from high costs or purchase or rental of a flat, and also from insufficiently developed transport infrastructure. The goal of the Youth Guarantee implementation in Poland is to confront the difficulties by designing actions aiming at improving the situation of the youth on the labour market. This is a problem of particular importance due to significant effects of youth unemployment and not only concerning life situation of this group, but also reflected in the level of development of the society and demographic changes. High youth unemployment rate and uncertain professional situation cause more and more frequent material dependence on parents and extend decisions on starting a family. This, in turn, affects low total fertility rates in Poland and progressing ageing of the society. Extreme behaviours are possible, in the form of violating the law, addictions or escalations of dissatisfaction of the youth in street demonstrations, experienced in some EU countries. Therefore, it is in the interest of the whole society that the young find jobs, as a result of which they earn income, contribute to growth in consumption, generate GDP growth and start and extend families.

Meanwhile, not only is the youth unemployment rate high, it is also very diverse – in as much as 10 per 16 voivodships its value in 2012 exceeded 25%, and in Podkarpackie Voivodship it exceeded 40%. In 2013, in as much as 11 voivodships the unemployment rate exceeded 25%. Therefore, the decision was made not to restrict aid under the Guarantee solely to those voivodships to which support is granted under the Youth Employment Initiative. In addition, nationwide, graduates, regardless of the educational degree, have problems with entering the labour market. In the 4th quarter of 2013, the unemployment rate of university graduates amounted to 22.0%, and in the case of graduates of schools, secondary schools or vocational schools, it exceeded 45%.

To counteract the problems experienced on the labour market by the young, it is necessary to use to a broader extent of services and instruments as stipulated in the Act of 20 April 2004 on the Promotion of Employment and Labour Market Institutions (Journal of Laws of 2008 No. 69 item 415 as amended) and to search for new solutions which will improve the situation of the youth. We assume that in the years 2014 - 2021 people from the NEET group not registered in employment offices will be covered, first of all, by aid of the Voluntary Labour Corps (Ochotnicze Hufce Pracy - OHP) and activated under competition planned at the central and regional level. It is planned that the standard aid under OHP throughout the analysed period will cover approximately 560 thousand people, namely annually on average this aid will be granted to approx. 70 thousand people and apart from this 3.4 thousand NEETs
annually will take part in the projects implemented by OHP from the ESF funds (together 27 thousand people in the years 2014-2021). In addition, within the central competition aid will be granted to 10.7 thousand people from NEET (1.5 thousand annually on average) and under central competition aid will be granted to 81.4 thousand people from NEET (11.6 thousand annually on average).

At this point, we should remember that a considerable part of people belonging formally to the NEET group are not registered in employment offices, which enables presuming that these are professionally inactive people, e.g. as a result of the selection concerning performance of family obligations, but also due to illness or disability.

At the same time, it should be mentioned that support with regard to vocational activation will be granted firstly to people who express the desire to such activation. However, it should be borne in mind that a large part of the unemployed (it is estimated that even 30%) are registered in employment offices solely for the purpose of acquiring the right to health insurance. This group comprises both people working illegally, but also people drawing funds from other sources and not interested in taking up employment, education or any form of vocational activation.

Analyzing the scale of demand for activation actions carried out by employment offices, it is also necessary to remember that, thanks to the introduction of service profiling, it will not be necessary to ensure full profile of activation to every unemployed registered in the employment offices. Introduction of profiling will enable the employment offices to chose better forms aid needs of a specific person and, as a result, help more effectively in the return to the labour market. It will also improve effectiveness of employment offices’ activities.

In addition, a certain number of people register in employment offices without expecting assistance and searching for the job independently, which is connected with the fact that on average employment offices receive only about 1 per 8 announcement about vacancies. Nonetheless, if registered people do not receive proposal of non-subsidized employment, taken up by approximately 37% of young people, they have a chance to receive subsidized support. In 2013, support was granted to approx. 156 thousand young people, that is every fifth unemployed aged below 25 unregistered throughout the whole period. In subsequent years, as a result of higher funds, the number of activated young unemployed people should grow further.

We estimate that, thanks to the funds of the Labour Fund and of the European Social Fund in the period 2014-2021, through employment offices it will be possible to activate more than 1.67 million young unemployed people, which, annually on average, will enable granting support to approx. 209 thousand unemployed people aged 18-24. In addition, nearly 11 thousand young people will receive aid under contracting of activation to employment agencies (annually the assistance will be granted to more than 1.3 thousand young people). It is worth adding that already today the young are one of major groups of addressees of activation activities carried out by employment agencies, which is confirmed by the fact that if their share from among the registered unemployed in 2013 was less than 19%, their share in
the number of activated accounted for 32.7%. The young unemployed accounted for more than half of work practice participants, 45% of participants of apprenticeship for adults, 27% of training participants or 20% of subsidized works.

In addition, due to the fact that the labour market in recent years has been receiving, on average, approx. 450 thousand graduates of universities annually, and owing to the fact that a group, which often is already 25 years (ca. 70% of university graduates) and other graduates may encounter difficulties with entering the labour market smoothly, despite having greater development potential, the decision was made to propose to this group, under Youth Guarantee, the possibility to obtain loan for starting business, paid by Bank Gospodarstwa Krajowego (BGK). Additionally, it is justified by the fact that already today among the unemployed graduates registered in employment offices ca. 30% are university graduates. Within this aid it is planned to grant loans on average for approx. 850 people annually.

To sum up, we assume that together in the years 2014-2021 the aid will be granted to nearly 2.4 million young people, of which:

- 1 670 thousand under actions carried out by poviat (local) employment offices;
- 10.9 thousand under contracting the services to employment agencies;
- 587 thousand people under actions carried out by Voluntary Labour Corps;
- 10.7 thousand under central competition;
- 81.4 thousand under regional competition;
- 6.7 thousand under loans paid out by BGK.

### 1.2. Limiting youth unemployment within the labour market policy in Poland.

As it has been mentioned above, limiting youth unemployment has been for years one of major priorities of the labour market policy in Poland. Youth unemployment reduction was an objective of the Polish Government both before the period of economic slowdown (in the period 2003-2008), and in the subsequent years, in response to significant deterioration of the situation of young people on the labour market, caused by the world crisis.

The Act on the Promotion of Employment and Labour Market Institutions of 20 April 2004 identifies people aged below 25 as one of social categories, being in special situation on the labour market, and consequently eligible for particular aid. As a result, it is mandatory for public employment services to prepare for them an "individual action plan". Preparation of a customized plan enables a better selection of activation or educational tools aimed at finding a job or improving qualifications by young person. The Act determines also the maximum time limit for granting support for the unemployed people under 25. Currently, it is 6 months from the date of registration in the employment office. Actions carried out

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7 Article. 34a (3), item 1 of the Act on employment promotion and labour market institutions (Journal of Laws 2004 no. 99 item 1001)
under the national labour market policy are consistent with the Council Recommendation of 22 April 2013 on a Youth Guarantee (2013/C 120/01). The amendment to the Act on the Promotion of Employment and Labour Market Institutions, adopted by the Parliament, contains a requirement of granting support for people aged below 25 within 4 months from the date of registration in the employment office. Therefore, after the effective date of this provision – which should take place in the 2nd quarter of 2014 – support addressed to the unemployed youth by employment agencies will be legitimized by law, and hence, Youth Guarantee will be established permanently in Polish regulations. It will be, on the one hand, a reply to the call of the Commission included in the Communication of the European Commission Working together for Europe’s Young People. A call to action on youth unemployment (COM (2013) 447), and, on the other hand, continuation of activities worked out in national programmes implemented for the youth in Poland.

Owing to a difficult situation of the youth on the labour market, caused by the crisis, the Ministry of Labour and Social Policy started in 2012 the implementation of the programme "Youth on the Labour Market", which contains a number of actions aimed at vocational activation for people aged below 30. These actions supplement standard services offered to the people unemployed and job-seeking through employment agencies.

In addition, under the aforementioned programme, a pilot project "Your Career – Your Choice" was launched, aiming at checking new solutions in the labour market policy addressed to the unemployed aged below 30. This project made an attempt of breaking barriers making it possible for young people to enter the labour market, through support in two areas:

- education – by offering the opportunity to make use of the following vouchers: training, for professional training or post-secondary training and postgraduate education and, as a result, acquisition of desired skills;

- employment – creating an opportunity to get occupational experience in the form of work practice combined with later employment (work practice voucher) or subsidized employment (voucher for the employer for employing a university-level school graduate) and increase in professional mobility (subsidy for settlement).

Experiences from the implementation of pilot projects were used when drafting, in the amended Act on the Promotion of Employment and Labour Market Institutions, of the new instruments of support targeted to the youth. After the effective date of the Act amendment, these instruments will be provided on the general terms by all employment offices.

In addition, multi-directional actions were taken for the reinforcement of the quality of trainings for the unemployed, among others, expansion of resources of the database of the Minister of Labour and Social Policy, containing standards for competencies required by employers.

The actions of Volunteer Labour Corps (OHP) were intensified, addressed to the youth classified
into the NEET group (aged 15-24)\(^8\), namely to people that are simultaneously not employed, are not students and do not increase their qualifications during courses or training. In 2012, OHP was caring for more than 36 530 young people at risk of exclusion from the social life. OHP participants had the possibility to supplement general education at the level of primary school or secondary school with simultaneous training for a specific job. Together, in the reporting period, the number of participants amounted to 16 673, including 5 409 people completed successfully this type of education, and educational effectiveness of participants in the third class junior high school amounted to 85.7%. Apprenticeship and employment were carried out on the basis of individual agreements between the employer and OHP's tutee on the terms concerning juvenile employees \(^9\). In 2012, on the above terms 33 943 participants were employed. In this regard, main tasks were focused on obtaining relevant employers ensuring employment and proper apprenticeship of the youth. Apprenticeship of juvenile employees is executed most often in basic vocational schools. In 2012, approx. 51% of students of these schools participated in apprenticeship as juvenile employees.

In June 2013, between the Ministry of Labour and Social Policy and Bank Gospodarstwa Krajowego a written agreement was concluded for the implementation of the programme "First business - Start-up support", aimed at helping in establishment of new companies and new jobs, executed in the form of preferential loans. The first programme stage involves three Voivodships: Mazowieckie, Małopolskie and Świętokrzyskie. As it seems from the above, *Youth Guarantee* supplements the previously conducted and planned actions for young people in Poland.

The *Youth Guarantee* does not replace the labour market policy with regard to limiting unemployment and actions for growth in youth employment in Poland, on the contrary, it focuses on actions influencing directly the ability to employ young people aged 15-25.

**Actions under the *Youth Guarantee* implementation with the use of funds of the *Youth Employment Initiative* are consistent with an outlined context, creating, however, value added towards the executed labour market policy with regard to counteracting youth unemployment. Additional intervention from ESF and YEI funds will permit intensification of national actions, and thereby increase final effects of granting support for young people.**

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\(^8\) According to Eurostat, the NEET ratio for Poland amounted in 2011 to 15.5%, and in EU -27 – 16.7%.

\(^9\) A juvenile is person who is at least 16 years old but not older than 18 years old. Juvenile employees are covered by increased protection in the process of work by the Labour Code. A juvenile may only be employed for professional training and there are 2 forms of such employment (1) employment combined with professional education or (2) employment connected with training for a specific job.
1.3. **Key institutional entities in the field of youth and NEET employment.**

Key institutions performing actions supporting young people in entering the labour market include:

A. **Poviat and voivodship employment offices**

Employment offices are the basic institutions involved in supporting the unemployed people in the return to the labour market across the whole country. Their responsibilities include also research and analysis of the local labour market. Employment offices are local government units, subordinate to the Voivodship Marshal (voivodeship employment offices – WUP) or Poviat Starost (poviat employment offices – PUP).

The unemployed aged below 25, as people in a special situation on the labour market, are one of major beneficiaries of support offered by public employment services, which is proved by the fact that whereas the young account for 18.2% of the unemployed, among the total number of activated people, their share is higher and reaches nearly 33%.

In the years 2009-2013, every year employment offices covered with activation activities average more than 200 thousand people aged below 25. They accounted for 35.8% of all activated unemployed over this period. Thanks to pressure on activation of the unemployed, in 2009 nearly 268 thousand people aged below 25, and a year over 294 thousand people were activated.

Work practice and training enjoy the greatest interest of young people in employment offices. In 2013, 100 thousand young participants accounted for 51.4% of all interns and young training participants (23 thousand people aged below 25) accounted for 27.1% of all people using this forms. In the same year nearly 8.6 thousand young people (people aged below 25 accounted for 28.8% from among all persons using this form) started business thanks to support in the form of funds obtained by poviat employment offices.

B. **Voluntary Labour Corps**

Voluntary Labour Corps (Ochotnicze Hufce Pracy - OHP) are a state budgetary unit supervised by the minister competent for labour. This unit performs tasks of the State with regard to employment and counteracting of marginalization and social exclusion of the youth, and tasks regarding their education and upbringing. The primary goal of OHP's activities is to offer the youth conditions for proper social and professional development – with particular focus on activities addressed to the youth discriminated and requiring assistance from the state institutions. The most important tasks implemented in this respect by OHP contain support for the education system by social, occupational and economic activation of the youth, taking actions aimed to increase vocational qualifications or requalification, support for initiatives aimed at counteracting unemployment and upbringing in the process of work, including organization of employment as well as development of international cooperation of the youth.
Impacts of Volunteer Labour Corps are targeted at people aged 15-25, which belong largely to the NEET category. The first group of addressees of OHP’s activities is minor youth, neglected, with reduced life opportunities, from communities that are socially ill-adapted, largely pathological, sometimes criminogenic, with dysfunctional families, incomplete, impoverished, seeking institutional support and care, requiring educational impacts and professional education that determines an independent start in adult life.

The second group are graduates of high schools and universities - educated youth with some vocational qualifications, however, unable to find on their own place on the labour market and, at the same time, endangered with unemployment. For this youth, OHP envisages labour market actions, implemented by the coordinated vocational counselling system, job placement and vocational training, being a response to local demand of the youth community for specific labour market services.

OHP’s activities are implemented by the OHP Headquarters and its subordinate 16 Regional Headquarters along with 49 Youth Education and Job Centres, 9 Education and Nurture centres and 5 supraregional vocational training centres. Direct support is provided by more than 900 basic units, which can be classified into:

- units of care and nurture nature, in the number of 219, including: 9 education and nurture centres, 28 education and training centres, 97 labour squads and 85 community labour squads. The units educate almost 35 thousand young people.
- units that accomplish tasks for the labour market, forming a network of nearly 600 entities, including: youth education and labour centres, mobile vocational information centres, youth job recruitment offices, job clubs, youth career centres, job agencies and vocational training centres and their subsidiaries.

C. Bank Gospodarstwa Krajowego

Bank Gospodarstwa Krajowego (BGK) is a state financial institution specializing in the service of the public finance sector. The mission of BGK is efficient and cost-effective implementation of activities ordered by the State, supplemented by the development of own activities for selected market segments, where the bank might use its natural advantages.

Bank Gospodarstwa Krajowego was incorporated into the actions supporting the youth entering the labour market through involvement in the execution of the programme tested from 2013 in the form of pilotage "First business – Start-up support", which, after the effective date of the amended Act on the Promotion of Employment and Labour Market Institutions, will be then extended to the entire Poland. The programme’s essence is supporting, with preferential loans, young people who start business activity. The purpose of BGK is the programme management. On the other hand, acceptance and examination of the applications and granting loans are the responsibilities of financial agents appointed by BGK.
2. Concept of the Youth Guarantee in Poland.

2.1. Definition of Youth Guarantee in Poland.

According to the Council recommendation (on establishing a Youth Guarantee) Youth Guarantee ensure that all young people under the age of 25 years receive a good-quality offer of employment, continued education, an apprenticeship or a traineeship within a period of four months of becoming unemployed or leaving formal education.\[10\]

According to the definition, the Youth Guarantee apply to all young people aged below 25. On the other hand, the Youth Guarantee with the use of funds of the Youth Employment Initiative will be executed in NUTS-2 regions (voivodships) where the youth unemployment rate at the end of 2012 according to Eurostat exceeded 25%, i.e. in the voivodships: Dolnośląskie, Kujawsko-Pomorskie, Lubelskie, Lubuskie, Łódzkie, Małopolskie, Podkarpackie, Świętokrzyskie, Warmińsko-Mazurskie and Zachodnio-Pomorskie.

Every member state may particularize the definition of Youth Guarantee in accordance with its situation. For this reason, in relation to data presented in the diagnosis, concerning the labour market situation of the youth:

| In Poland, the recipients of the Youth Guarantee will be persons aged from 15 to 25 - especially from the so-called NEET (not in employment, education or training) group. With regard to loans to launch business activities the age boundary was raised to 29 years. |

Addressees of Youth Guarantee in Poland include 4 subgroups, for the needs of which the Guarantee offer will be adjusted:

a) People aged 15-17 ending education prematurely - people defaulting on schooling obligation (until 16 years of age) or education obligation (until 18 years of age).

b) People aged 18-24 not in employment, education and training (NEET) - including people requiring special support, i.e. beyond the labour market, from non-favoured communities, from rural areas.

c) People aged 18-25, registered as the unemployed - including registered students of extramural studies, night studies and hence that does not fulfil the condition for classification as NEET.

d) Unemployed youth and job-seeking, graduates of schools and universities in the period of 48 months from the day of graduating from school or obtaining vocational title, aged 18 - 29 - with regard to support for youth entrepreneurship.

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\[10\] COM (2012) 729
Under the *Youth Guarantee* the (above) listed categories of young people will receive a good-quality offer of employment, continued education, an apprenticeship or a traineeship within a period of four months of becoming unemployed or leaving formal education, or a different form of aid leading to vocational activation.

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The starting point for obtaining support under *Youth Guarantee*-period of four months will begin **from the date of registration in the poviat labour office of a young person aged below 25 as an unemployed** (or a job-seeker in the case of an unemployed disabled person).

In case of projects selected by way of competition organized within the *Youth Guarantee*, the start pointing will be a day when a given person joins the project.

In the case of people **aged 15 to 24** from the group of the so-called **NEET** (not in employment, education or training), eligible for support by OHP, the period of four months will begin from the date when these people notify of readiness to participate in the project of professional and social activation, i.e. from the date when a young person aged below 25 signs a declaration of participation in the project (in the case of minors, the signature of their parent or legal guardian is required).

**Scheme of support for the young people aged 15-24 that are not in employment, in education and training:**

**Target groups:**

- Unregistered in the employment office
- Unemployed registered in the employment office
- Competition

**Implementing entities:**

- OHP
- Central Ministry of Labour and Social Policy
- Regional WUP
- PUP

**Sources of funding:**

- Budget OHP+ ESF
- Budget+ ESF
- Budget+ ESF
- Labour Fund + ESF
Logic of intervention conducted to improve the labour market situation with emphasis on the needs of the young people:

- With regard to **people aged 15-17 who prematurely leave education**, neglect the schooling obligation or education obligation, at risk of social exclusion, with problems with finding their place on the labour market and becoming independent, actions will be undertaken in Volunteer Labour Corps. They will be focused on giving support aiming at starting education or training, or acquiring vocational qualifications by taking part in vocational qualification courses and acquiring elementary social competencies.

- In relation to the latter group, namely **NEETs aged 18-24**, the scope of support will be standard or deepened/comprehensive. **Standard support** will be addressed to the youth not in education and employment who require support with regard to vocational activation on the labour market (provided from state funds).

  Standard support will consist in diagnosis of the professional and personal situation of a young person (i.e. diagnosis of knowledge, skills and potential, as well as diagnosis of the family situation of participant) aiming to design forms of support adequate for the existing needs of a young person. If, on the basis of the conducted diagnosis, it is stated that it will be sufficient to offer a young person a good quality employment offer or other form of aid leading to vocational activation, the so-called standard intervention will be applied, covering:
  - work agency and agency in organization of traineeships and trainings,
  - vocational counselling and vocational information (individual and group),
  - learning active job-seeking (activation classes, workshops in skills related to job seeking, individual consultations).

**Thorough/comprehensive support**, i.e. covering all forms of aid that will be identified in the case of a given person as necessary to improve his/her situation on the labour market or find a job (provided from state and EU funds) will be addressed to people in particularly difficult situation that face a number of difficulties related to entering or maintaining their position on the labour market. These difficulties can be associated e.g. with the lack of vocational qualifications and occupational experience or qualifications that do not match the needs of the labour market (including graduates of vocational secondary schools, vocational high schools, etc.) or the lack of occupational experience.

Actions undertaken will focus mainly on enabling getting a profession, changing in profession or improving vocational qualifications, getting occupational experience and finding a job leading to self-dependence of a young person. Therefore, forms of support in this area will be vocational training, vocational traineeships at employers, elements of support for employment as well as services of vocational counselling and employment agency. Additionally – trainings in active job-seeking
(activation classes, training in the job-seeking skills, access to information and electronic databases used to acquire the job-seeking skills).

Therefore, actions in this area will also be an answer to the problem of unemployment of not only low-qualified young people who prematurely left education, but also increasing group of school graduates who have difficulties with finding their first job.

Under the proposed actions, support will be implemented also in rural areas and in small towns.

- Support for the group of people aged 18-25 registered as unemployed will include the full scope of available instruments and services of the labour market. The type of support required in an individual case will be specified as a result of aid formation.

For young people with the highest chances of employment, vocational counselling and job placement, as well as assistance in active job-seeking will be offered, which will give a young person an opportunity to enter the market smoothly and find a job enabling him or her to use held skills and competences. The most active people can use vouchers. This type of intervention will be conducted from national funds.

Entering the labour market, by improving the level of competences and skills, and acquiring necessary experience, will be supported, above all, by work practice and trainings. Additionally, these people will be able to use the possibility of subsidizing continued education (among others, postgraduate studies, scholarship for continuation of the education), which will affect a further increase in their competences, and hence the opportunities to find a job. This comprehensive offer consisting of a number of forms of support will be funded from state and European funds.

As a supplement of the scheme, the young unemployed aged 18-25, apart from support of OHP or employment agencies, will be able to take part in activation projects executed by entities selected by way of a competition at the central or regional level.

As an opportunity for part of the young unemployed, in particular with proper competences, development of entrepreneurship was identified. This goal will be supported by funds allocated for undertaking business activities, and a loan programme implemented in cooperation with BGK. Under the programme, graduates, within 48 months from the time of completing a school study programme or aged below 29 will be able to use loans for starting business and for creation of a job for the unemployed person.

In response to the needs of the unemployed most distant from the labour market, integration of activities of employment agencies and social assistance institutions is assumed.

- Inclusion, of the group of job-seeking graduates of schools and universities in the period of 48 months from the time of completing a school or obtaining occupational title, aged 18-29 in the Youth Guarantee implementation with regard to supporting entrepreneurship results from noticing the process of shift of the average age of
leaving education. As a result, more and more often graduates of university-level schools are people aged above 25. Permitted use of the preferential loan system is also a measure aimed to prevent excessive exodus of the young, highly educated people abroad (prevention of "brain drain").

2.2. Partner approach in the Youth Guarantee implementation.

According to the Council Recommendation of 22 April 2013 on a Youth Guarantee (2013/C 120/01), particular emphasis will be put on establishing partnerships for the support of young people. The issues of complexity and the extent of partnership in the processes of preparing and implementing Youth Guarantee in Poland result from the specific local and decentralized model of public employment services, requiring introduction of respective legal regulations, ensuring the Guarantee implementation. As a consequence, four strategic partners in the Youth Guarantee implementation should be indicated:

(i) voivodship and poviatt employment offices, which are not subordinate to the Minister of Labour;

(ii) Voluntary Labour Corps (OHP);

(iii) Bank Gospodarstwa Krajowego (BGK);

(iv) "collective partner" created by organizational units of various type, including non-public ones, that will be selected by way of regional competition and competition at the central level.

Every strategic partner, through its organizational units and establishments, cooperates with a dense network of: social and economic institutions, non-governmental organizations, foundations, associations, etc. On the other hand, the indispensability of creating new legal regulations implies broad consultations and arrangements at the stage of drafting and then proceeding with the adopted changes. It means involvement of social partners in each of the mentioned stages of designing and implementing activities for the Youth Guarantee implementation in Poland. In Poland, for the full Youth Guarantee implementation, the following forms of cooperation are adopted:

a) Partnership of the Minister of Labour and Social Policy and decentralized employment offices - it should be emphasized that voivodship and poviatt employment offices, as local government units, are subordinate to the Ministry of Labour and Social Policy. Their involvement in the Youth Guarantee implementation is the effect of statutory incorporation of employment offices in the support for the young people on the local/regional labour market.

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11 According to the statistics of OECD, an average age of Polish graduates of universities (level 5A in ISCED classification) in 2011 upon the end of education amounted to nearly 26 years old. Source: Education at a Glance 2013. OECD Indicators
b) **Involvement of social partners in the organization of central and regional competition**

- assumptions for operation of central regional competition will be developed under the PO WER Monitoring Committee, whose members will be social partners' representatives. It is also planned that the Minister of Labour and Social Policy will appoint a team which will prepare detailed principles of the competition at the central level and directional guidelines for regional competition. The team will include, e.g. representatives of social partners and youth organizations. On a regional level, partner assemblies will be created to develop detailed principles of regional competition, as necessary for regional/local labour markets and structure of the youth who need vocational activation.

c) **Partnership of the Minister of Labour and Social Policy with Bank Gospodarstwa Krajowego** - under execution of the loan programme for the young people and partnership of BGK with local financial operators.

d) **Partnership of OHP units with entities at a local level** - are operated in multiple planes, with participation of local government partners and social partners with which OHP have concluded agreements on cooperation. These agreements are concluded – according to the organizational structure of OHP – at the central, voivodship and local level. Agreements at the central level, concluded by the OHP Chief are intended to develop framework terms of cooperation between institutions, specify the areas of cooperation and mutual obligations. OHP, under centrally concluded agreements, cooperate with the Ministries of: National Education, Internal Affairs and with the Ministry of Justice; with the Police, common courts, Polish institutions operating for education for and employment of the youth on the labour market, non-governmental organizations, including the Polish Scouting Association, National Defence League, Children Friends’ Society, Society for Promoting Physical Culture, Folk Sport Teams, various types of entities operating in the social welfare and other institutions, whose activities cover projects for the youth – the Polish Craft Association and the Occupational Improvement Institution. It is worth mentioning also the cooperation of Voluntary Labour Corps with churches of different denominations that play a special role in the process of recruiting beneficiaries at a local level. Additionally, in the context of the *Youth Guarantee* implementation, it is necessary to list recently concluded agreements with the Volunteer Fire Service Association of Poland and with the Rural Youth Union, aimed to obtain greater effectiveness of reaching rural youth being in a particularly difficult situation. The content of these agreements is reflected in specific actions at the regional and local level, where, with participation of local governments, programmes are created and tasks are executed together – including assistance in recruitment, reaching the most needy people.
e) Partnership of the Ministry of Labour and Social Policy with the Ministry of Science and Higher Education - co-operation in the field of encouraging closer cooperation of public employment services with the Academic Entrepreneurship Incubators and monitoring career of university graduates.

f) Partnership of poviat employment offices with social welfare centres - in accordance with the regulations of the Act on the Promotion of Employment and Labour Market Institutions, employment offices should cooperate with social welfare centres with regard to sending the unemployed to participate in the social agreement, individual, local social welfare programme, and to participate in individual social employment programme. In addition, an element of partnership between employment offices and social welfare centres is exchange of information between these institutions for the purpose of optimization of assistance granted to common clients.

g) Involvement of social partners under employment councils12 of central, voivodship and poviat level – namely consultative and advisory bodies of the minister competent for labour, marshal and country governor regarding the labour market policy, respectively. Functioning of employment councils is regulated by the Act on the Promotion of Employment and Labour Market Institutions. According to the Act, the labour market policy, executed by public authorities, is based on dialogue and cooperation with social partners and non-governmental organizations. One of the forms of such co-operation is the activity of councils, undertaken at the central, voivodship and poviat level.

h) Partnerships of organizations and institutions at the local and regional level - for the Youth Guarantee implementation in Poland, active participation of partnerships operating at the local level is assumed. The entities executing projects selected in the form of central and regional competition, beside individual entities, may form partnerships which can consist of public authorities, public employment services, schools, youth organizations, training institutions, private employment services, social partners and employers. In addition, it is planned that under PO WER, support will be provided to create partnerships and implement their activities for improvement in the situation of young people on the labour market.

It is also worth noting that under works on the concept of the Youth Guarantee implementation in Poland, the Ministry of Labour and Social Policy, as the institution that coordinates pursuit of this initiative, consulted it with social partners interested in actions for the young people. On 12 December 2013, the major assumptions of the Youth Guarantee

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12 After the amendment to the Act on the Promotion of Employment and Labour Market Institutions becomes effective, they will be renamed by the labour market council.
implementation plan in Poland were approved by representatives of social partners gathered at the National Employment Council. The action plan suggested by the Ministry was assessed positively by trade unions (National Alliance of Trade Unions) as well as unions associating employers (Lewiatan Confederation, Polish Craft Association). Presented almost in the final form, the actions proposed in the plan gained support of the social partners’ representatives also during its presentation at the meeting of the Team for Europe 2020 Strategy on 17 December 2013. They were assessed positively by representatives of, among others, NSZZ Solidarność, All-Polish National Agreement of Trade Unions, Polish Craft Association and the Employers of the Republic of Poland.

Taking account of the above presented partnership approach, the division of activities between the Youth Guarantee implementers is as follows:

At the central level Youth Guarantee implementers are:

- the Ministry of Labour and Social Policy (MPiPS) – substantive and financial issues concerning the Labour Fund, and management of the funds from the Initiative allocated for central competition.
- the Ministry of Infrastructure and Development (MIiR) - organizational and financial issues, concerning the European Social Fund,
- Headquarters of Volunteer Labour Corps (KG OHP) – issues concerning Youth Guarantee implementation by units of Volunteer Labour Corps (OHP),

The Ministry of Labour and Social Policy:
- determines priorities, taking into consideration their complementary character towards goals related to employing the young, contained in the government strategic and programme documents,
- indicates framework scope of activities to be executed under the Youth Guarantee,
- exercises substantive supervision over the Youth Guarantee implementation,
- keeps reporting based on public statistics of the Youth Guarantee implementation,
- supervises OHP with regard to the activities undertaken for the young, under PO WER, including their funding,
- cooperates with BGK with regard to funding loans for the young,
- plays the role of institution acting as an agent for activities performed by BGK and OHP and announces competition at the central level,
- prepares in the partnership principles of the central competition and directional guidelines concerning competition at the regional level.

The Ministry of Infrastructure and Development:
- manages the *Youth Employment Initiative*, and secures funds for its implementation,
- determines the principles and monitors the correctness of expending funds allocated for the *Youth Guarantee* implementation, originating from the European Social Fund and the *Youth Initiative Employment*,
- keeps reporting of using funds of the *Youth Initiative Employment* and the European Social Fund.

The Headquarters Volunteer Labour Corps:
- KG OHP manages the whole of actions related to implementation by OHP of Youth Guarantee in Poland; coordinates and supervises regional units,
- KG OHP is a project initiator for projects used for the *Youth Guarantee* implementation by OHP units.

Bank Gospodarstwa Krajowego:
- provides funds for supporting start-up of business activities under the *Youth Guarantee*, subject to applications and experience from the pilot programme "First Business - Start-up support". The Programme consists in granting loans through Bank Gospodarstwa Krajowego to the young unemployed to start business.

At the regional/local level, *Youth Guarantee* will be implemented by:

1) Voivodship employment offices (WUP).
2) Poviat employment offices (PUP).
3) Organizational structures of Volunteer Labour Corps (OHP).
4) Bank Gospodarstwa Krajowego (BGK) via selected Financial Agents
5) the labour market Partners, including social partners, employment agencies, non-governmental organizations, social economy entities, training institutions, social dialogue institutions, local authorities and employers selected for *Youth Guarantee* implementation.

Voivodship employment offices:
- will be cooperating with poviat employment offices and social partners within their area and with MPIPS and MIR with regard to the *Youth Guarantee* implementation,
- will determine priorities and goals within *Youth Guarantee*, as necessary for regional labour markets,
- will determine in the partnership principles of regional competition,
- will accept and examine applications from implementers of particular projects under *Youth Guarantee*, also in the formula of regional competition,
- will use the EURES system for a successful *Youth Guarantee* implementation.
Poviat employment offices:
- will perform actions for the benefit of vocational activation of the young, pursuant to the Act on the Promotion of Employment and Labour Market Institutions, under *Youth Guarantee*.

Voluntary Labour Corps:
- Voivodship Headquarters of OHP will coordinate implementation of projects under the Youth Guarantee in subordinate units within relevant voivodship, in accordance with KG OHP guidelines.
- OHP will design actions for the benefit of vocational activation of the so-called NEETs, under *Youth Guarantee*.
- actions addressed directly to the youth will be organized by the personnel employed in local OHP organizational units.

Labour market partners (“collective partner”):
- will implement *Youth Guarantee* in the open competition procedure or participate in the partner dialogue when developing the concept of competition.
2.3. Reaching target groups.

An important element in the implementation of Youth Guarantee in Poland will be reaching, with the offer of activation, all members aged from 15 to 24, not in employment, education and training. This will be a challenge particularly in the case of young people most distant from the labour market, from non-favoured communities, in the case of whom contact with public employment services and educational and training institutions is very limited.

- Under OHP actions:

The Voluntary Labour Corps have long-term experience in reaching the young among NEETs as well as infrastructure necessary for this purpose. The key role will be performed here a network of more than 900 organizational OHP units (for care and nurture, training and providing labour market services), distributed across the whole country which cooperate with a majority of social partners and labour market partners in a given area. These units are most often located in smaller towns where they closely interact with the local community.

With a developed, effective system of reaching the young people by cooperation with schools, boards of education, churches of different denominations (parish communities) and other institutions (psychological and pedagogical clinics, boards of education, etc.), as well as in cooperation with local governments and its specialized units (communal, municipal and poviat social welfare centre, poviat family assistance centres, etc.), offer support to young people from dysfunctional and poor families, from neglected and criminogenic families. OHP, through direct correspondence as well as in cooperation with the mass media, establish contact both with young people neglecting the school obligation or the education obligation and people with difficulties in finding their place on the labour market, offering them a specific assistance (in completion of school, acquisition of vocational qualifications, job-seeking, etc.) Many times organizational units of OHP receive visits of the youth (on their own initiative) who have received contact details of OHP from their peers or friends who benefited earlier from the assistance of OHP.

Units appointed for implementation of projects under Youth Guarantee, in cooperation with local partners, will perform the recruitment process according to the standards developed in the Headquarters of OHP, according to which:

- recruitment will proceed with observance of the principles of equal access and equal treatment of all people interested in participation in the project, with respect for the principles of voluntariness and free character of granted support;
- participants will be recruited in a successive manner, on the basis of free call, directing from other OHP units and in cooperation with local government, schools, psychological and pedagogical clinics, the police clinics, probation officers, social welfare centres, non-governmental organizations and other social partners of OHP with whom contact
will be established for the purpose of obtaining information about the family and material status of candidates;

- effectively reaching extensive groups of potential beneficiaries will be possible as a result of the project promotion in the local community, among institutions acting for potential addressees of the *Youth Guarantee* Programme: schools (gymnasiums, secondary schools and university-level schools), psychological and pedagogical clinics, recurrent education centres, institutions delivering trainings and courses, libraries, institutions acting for family and the youth (e.g. social welfare centres, family assistance centres, foundations and associations), probation officers, etc. Information about the possibility to use services under the projects will be disseminated by employees of all OHP units. What is important, these actions will apply not only to the young who are currently outside the labour market, but also people who may be at risk of social exclusion in the future;

- extensively conducted promotional campaign will provide all the parties concerned with all necessary information about the project – through announcements in the national, regional and local mass media, posters, information leaflets, meetings, seminars, conferences, fairs, employment exchanges, etc., and through Information Centre for Employment Services Zielona Linia (Green Line) and Internet portal *Electronic Centre for Youth Activation* (ECAM) created under the project "OHP as an implemen ter of the labour market services", which will be informing, in an attractive form, the youth about projects initiated under the *Youth Guarantee* and will have an information base about current vocational training and traineeships proposed in the projects nationwide. Under ECAM, the youth may use the services of the information centre operating at one access number, from a website that will contain information about the possibilities to supplement general and vocational education, majors and dates of vocational trainings delivered in OHP units, provision of labour market services – vocational counselling and job placement, as well as access to the database with offers of jobs, traineeships and apprenticeships. ECAM accounts are available on social networks (Facebook, Twitter, YouTube), which guarantees promotion of OHP activities among broad groups of the youth.

To reach the most needy people, the tasks of voivodship OHP chiefs and heads of education and upbringing centres will include;

- Collection on an on-going basis and update of the information on the youth leaving education prematurely, neglecting the school obligation or the education obligation, at risk of social exclusion;

- Quantitative and qualitative examination of the need for employees with regard to updated competences and professional skills and preparation of the training offer under the *Youth Guarantee* - on the basis of cooperation with partners operating on local markets – organizations of employers, craft, Occupational Improvement Institutions, employers (the task is performed also by the Directors of Vocational
Training Centres of OHP);
• Collection, on an on-going basis, and update of information as well as preparation of personal lists of OHP graduates aged under 25, qualified to the group of the youth requiring support under the Youth Guarantee implementation;
• Preparation on an on-going basis of personal lists of the young people aged above 15 to be covered by Youth Guarantee, from among those who benefit from: OHP community centres, emergency intervention points, prevention and social intervention centres as well as guardian's centres of work with the youth.

➢ Under actions of employment offices:
Employment offices, conducting vocational activation of the young, try to reach members of this group in a manner typical also for other groups of the unemployed, i.e. through information materials, leaflets, posters, information in the local mass media or websites. However, employment offices establish also cooperation with different partners which enables reaching extensive groups of the young people. This includes cooperation with Academic Career Centres, educational institutions, social welfare centres and upbringing institutions.

➢ Under projects selected by way of competition:
The people distant from the labour market will be offered also projects selected by way of competition at the central and regional level. In this case, it is assumed to reach young people in need of support through the projects implementers at the local level. The method of reaching described in the application for subsidizing will be the object of assessment by the institution that verifies a project. It should be adapted to the target group of support. It may include, e.g.: cooperation with a broad group of local government institutions, non-governmental organizations, schools, court probation officers, sports unions and other institutions and involving them in the process of recruitment.

➢ Under BGK loan programme:
According to the guidelines adopted by BGK, the communication channel used for promotional activities will be any sources of mass media. Through communication channel, information (voice, announcement, article, slogan, figure or film) will reach the recipients. To reach potential programme participants, it is planned to use official and unofficial communication channels. Official channels will be associated mainly with all kinds of advertising (press, TV, radio). Unofficial channels are the so-called information transmitted from mouth to mouth, circulating between clients.

2.4. Support for the youth at risk of exclusion.
Support for the youth at risk of social exclusion will be executed to the broadest extent by Voluntary Labour Corps (OHP graduates).
OHP actions will be targeted at the NEET youth – young people aged 15-24 years not in employment, education or training. OHP offer will be available for all the parties interested who meet statutory conditions for receiving support by OHP and eligible for support under Youth Guarantee. In the first place, support will be granted to people who most strongly require professional assistance, are in a difficult financial situation due to community conditions. It is assumed that these will be, first of all, people not registered in poviat employment offices (status of the unemployed will not be a negative premise with regard to receipt of support).

OHP support will be targeted, above all, at young people who are – due to family and community conditions – in the most difficult life situation, in particular at people from single-parent families, unemployed, dysfunctional, and at risk of social pathologies. Specific actions for the benefit of vocational activation of the youth will be diverse, depending on status of a specific person, his or her life, community, education and material status. The above means that in many cases a sufficient form of assistance will be services in the form of vocational counselling or information concerning the labour market. However, people in a particularly unfavourable situation (e.g. without vocational qualifications) will require a more thorough, longer and more comprehensive support, which will include essentially vocational training supplemented with a six-month work practice. OHP actions targeted at the NEET youth will focus in two major areas.

a) 1st area. Social and vocational activation of the young aged 15-17, neglecting the school obligation or the education obligation

Project goal:
Granting to the NEET youth support leading to taking up education or training, or acquisition of vocational qualifications by participation in vocational qualification courses and acquisition of elementary social competences.

Target groups:
The youth aged 15-17, neglecting the school obligation or the education obligation, at risk of social exclusion, which has problems with finding their place on the labour market and becoming self-dependent.

Direction of support:
In the first place, it is planned to diagnose knowledge, skills and potential of a participant with regard to selection of relevant forms of support – occupational consulting classes ending with development of Individual Action Plans (IPD).
Since the target group will be low qualified young people, the offered training will start from supplementation of basic school skills along with additional support in teaching and specialized counselling and specialized services, depending on personal situation of a participant (e.g. consultations with a psychologist, specialist for addictions). As part of the training cycle, also language courses and computer literacy trainings have been planned, which are to supplement shortages of language and digital skills of participants. Training participants will be provided with any training materials and access and meals during training. The project activities will include also tasks regarding vocational education, implemented by participation in vocational qualification courses. In addition, young people will be able to acquire new skills in the field of practical operation on the labour market – activation classes, training in the job-seeking ability, access to information and electronic databases aimed at obtaining the job-seeking skills (for that purpose, use of OHP portal – Electronic Youth Activation Centre). Support is also to be reflected in improvement in the life opportunities of people who, so far, for economic reasons, have been excluded from normal social life.

Support for the people aged 15-17 will be, at the same time, a response to the phenomenon of low level of knowledge of young people about entrepreneurship and opportunity to undertake one's own businesses. From the available information, it results that building entrepreneurial attitudes should begin at the stage of primary school. Graduates have knowledge and skills from the area of running own businesses in market and administrative conditions, promotion of own ideas, disposal of any funds. In the period of the economic slowdown and the lack of sufficient number of jobs, a great opportunity for the youth entering the labour market may be a decision on starting own businesses. Within the project, the youth will be offered an entrepreneurship course. It will be attended by a group of people selected on the basis of IPD with entrepreneurial attitudes and interest in starting self-employment in the future.

Sample type of activities:

- vocational counselling,
- pedagogical and psychological support (including care of educators),
- training – workshops equalizing of school subjects, entrepreneurship courses, language courses, computer courses (including in the ECDL or equivalent standard),
- qualification of occupational courses (along with scholarship for the course participants),
- learning active job-seeking (activation classes, workshops in job-seeking skills, individual consultations, access to information and electronic databases used to gain job-seeking skills, etc.).
— accompanying support in the course of the project implementation, in the form of funding the costs of board, travel, accident insurance, necessary medical examinations and educational materials.

The above indicated proposals are only example of possible actions. OHP can broaden areas and ways of action. It is estimated that unit cost of support will be diverse, depending on the support path adopted for a specific person.

b) 2nd area. Vocational activation of the young aged 18-24, who are not employed, without vocational qualifications and occupational experience or whose vocational qualifications do not meet requirements of the labour market, with particular focus on people living in rural areas and smaller towns

Vocational activation of youth in the age of 18-24 that remain without jobs, vocational qualifications and occupational experience or have vocational qualifications that do not meet requirements of the labour market, with particular focus on persons living in rural areas and smaller towns

Project goal:
Covering the young from the NEET group with support leading to employment, executed to a necessary degree in cooperation with training institutions and employers, including actions permitting, as necessary, acquisition or increase in skills/qualifications in a given profession or requalification combined with work practice at one employer or other forms of assistance leading to vocational activation and social activation.

Target group:
Unemployed youth aged 18-24, whose material and community restrictions and the lack of vocational qualifications, insufficient vocational qualifications or vocational qualifications not adjusted to the needs of the labour market, and the lack of occupational experience and knowledge about effective job-seeking methods hinder independent acquisition of skills ensuring entry to the labour market and ensuring a successful life start.

Group 1 not in education and employment, requiring support with regard to vocational activation in the field of labour market and social integration – standard intervention

Group 2 people in particularly unfavourable situation with education at least at the level of basic school, without vocational qualifications and occupational experience, and people who have profession or qualifications in the profession (including graduates of secondary vocational schools, vocational high schools, etc.), including people from rural areas and smaller towns – deepened intervention.
Direction of support:

**STANDARD INTERVENTIONS**

It is assumed that, in the case of many people, standard support will be sufficient for their activation. The professional and personal situation of a project participant will be diagnosed (i.e. diagnosis of knowledge, skills and potential as well as diagnosis of the family situation of the participant), which is aimed to design forms of support adequate to the young person's needs. If, on the basis of the conducted diagnosis it is stated that it will be sufficient to offer a young person a good quality of the offer of employment or other form of aid leading to vocational activation, the so-called standard intervention will be applied, covering:

- employment office,
- vocational counselling and occupational information (individual and group),
- learning of active job-seeking (activation classes, workshops in skills related to search for a job, individual consultations).

**DEEPENED INTERVENTIONS**

For people in particularly unfavourable situation, a more comprehensive support was planned – the so-called deepened interventions.

With regard to the youth adult classified to **Group 2**, the proposed solutions will focus mostly on the possibility to learn occupation, change occupation or increase the held vocational qualifications, gain occupational experience and take up employment, which provide young person's self-dependence. Therefore, forms of support in this area will be vocational training, work practives at employers, elements of support for employment as well as services of vocational counselling and job placement. Additionally – trainings of active job-seeking (activation classes, training in the job-seeking skills, access to information and electronic databases used to obtain the job-seeking skills).

The activities in this field will be thus also an answer to the problem of unemployment not only in the case of low qualified young people who left education prematurely, but also in the case of increasing an group of school graduates who have difficulties with finding their first job. Employers pay attention to lack of occupational experience among graduates, lack of many practical skills, necessary for specific jobs, and lack of the so-called soft competences (i.e. emotional and social competences). These reasons are rooted largely in the vocational education system that – pursuant to available scientific research – is poorly connected with the functioning of the business sphere. Not only is it a serious obstacle for the development of modern, knowledge-based economy, weakens its productivity and competitiveness, but mostly hinder flexible response to changes on the labour market.

Vocational education educates excessive number of pupils in surplus occupations, while does not react in a sufficient manner to the demand for specialists in occupations showing shortages. All these factors cause a highly unfavourable situation, where many young people with formal vocational qualifications cannot find jobs in the learned occupation and beyond it.
Under deepened interventions beneficiaries will be able to participate in classes related to soft competences and in courses: language, digital skills, B category driving licenses (if the skill in this respect is useful for implementation of tasks in the specific profession, in accordance with the professional development path adopted for a particular person).

During work practice, project participants will be granted financial support in the form of grants and care of a qualified employee (instructor) appointed by the employer, who will be performing the function of work practice coordinator. Furthermore, the employer who will employ a project participant after the end of the work practice will receive a single bonus for his/her employment for declared 6 months.

Under the project, among others, additional social support will be provided in the form of reimbursement of the whole or part of costs of transportation to the place of project classes, funding the costs of board during project classes, accidents insurance for the time of participation in the project, ensuring care over children or dependants for a period of participation in the project. Also the costs of necessary medical and psychological examinations and educational materials will be funded. Project participants will be provided with a possibility to cover the costs of external examinations confirming professional licenses. Under the proposed activities, support will be granted also in rural areas and in small towns. Due to the special character of this group of the youth, the above actions will be supplemented with additional elements of support in the form of:

- **individual support** the young person, throughout the whole period of participation in the project, is under care of the same employee – tutor. The role of tutor will be fulfilled by a qualified and experienced OHP staff with experience in the work with the young people and provision of labour market services,

- **geographic mobility support** for the job-seeking youth – for that purpose, OHP intend to use the available logistic base. Support will apply to young people who would be ready to take up apprenticeship, work practice, and, as a result, job beyond the place of permanent residence,

- **actions of Mobile Occupational Information Centres** (MCIZ) equipped with minibuses enabling transport of vocational counsellors, methodical materials and equipment necessary for classes for young people inhabiting small towns and rural area.

The youth will be granted an opportunity of apprenticeship in trades that are adequate to the specific nature of smaller towns: occupations related to agriculture, agritourism, nutrition techniques and restaurant services, gardening, landscaping, operation of devices, systems of renewable power engineering; or other specific trades, where, in the given area, larger companies or employers ready to employ young people run their businesses.

**Sample type of activities:**

- vocational counselling, pedagogical and psychological support (including care of educators),

- apprenticeship (including re-qualification or improving courses), along with the cost of medical examinations and the cost of qualification exam in an external institution,
— training in skills sought after by employers, including soft competences and languages, digital skills and e.g. B cat. driving license course (along with the cost of medical examinations and the cost of qualification exam in an external institution),
— 6-month work practice (along with grant for work practice participants and bonuses to remuneration for work practice coordinators from employment establishment),
— support for employment (implemented in form of one-time bonus for employer for maintenance of employment of a participant for 6 months),
— learning of active job-seeking (activation classes, workshops in job-seeking skills, individual consultations, access to information and electronic databases used to gain the job-seeking skills and others),
— employment agency or agency in a work practice organization,
— accompanying support in the course of the project implementation, in the form of funding of the costs of board, access, accident insurance, reimbursement of care over children or dependants during participation in the project.

Forms of support dedicated to people inhabiting rural areas and small towns:
— individual support of the tutor,
— geographic mobility support,
— support provided depending on needs indicated in individual diagnosis – psychological, pedagogical or other specialist consultations,
— training in social skills (self-presentation, communication, etc.)

The above indicated proposals are only example of possible actions. OHP can broaden areas and ways of action. It is estimated that unit cost of support will be diverse depending on the support path adopted for a specific person. On the other hand, the average cost of activation can be estimated at PLN 5.5 thousand.

2.5. Activities supporting integration on the labour market.

Institutions supporting young people in job-seeking on local labour markets are poviat employment offices (PUP). Under the Youth Guarantee implementation, the young unemployed will receive, within four months from the moment of registration in PUP, one of forms of vocational activation as specified in the Act of 20 April 2004 on the Promotion of Employment and Labour Market Institutions. These are:

a) Current offer of support for the young – labour market instruments.

Within the training, all the young unemployed may apply for appointment for free courses, to be delivered by a training institution to the order of the employment office. These people can also indicate on a free market an offer which suits them and – following the application submission – count on funding of costs of the course up the amount of 300% of the average remuneration. Funding covers the costs of access and accommodation in the case when they...
are held outside the place of residence. The unemployed person during the training receives a grant of 120% of benefit throughout the training duration, and 20% of benefit for training completion, if during it he/she finds a job.

Work practice

Work practice is aimed at acquisition of practical skills in performing work without establishing employment relationship with employer. In the period of work practice, the unemployed person will be entitled to a grant of 120% of benefit.

In the case of unemployed people aged below 25 or people aged below 27, after studies, the work practice is prolonged and can last up to 12 months, in other cases it lasts up to 6 months.

Apprenticeship for adults

Apprenticeship for adults combines practice in occupation (80% of the time) with theoretical classes (20% of the time). This instrument is implemented without establishing employment relationship with employer, according to the programme covering acquisition of practical skills and theoretical knowledge and ends with an exam. In the period of its serving, the unemployed person will be entitled to a grant of 120% of the benefit.

Subsidy for examinations costs and costs related to obtaining a license

All the unemployed, including young people, may apply for funding costs of examinations ensuring certificates, diplomas, professional licenses – up to 100% of the average remuneration. It is also possible to fund the costs of access to this type of examinations.

Training loans

The unemployed may apply for loan for funding the training costs up to the amount of 400% of the average remuneration. The loan is interest-free, and the period of its repayment is 18 months.

Subsidy for postgraduate studies

The young unemployed being university-level graduates can count on funding of costs of postgraduate studies up to the amount of 300% of the average remuneration. The unemployed participants of such studies will receive a grant of 20% of benefit, also when they take up employment in their course, until the programme completion.
A scholarship for pursuing continued education

If the unemployed person does not have vocational qualifications, he or she may receive a grant for continuation of education in the amount of 100% of benefit, provided that he or she fulfils the following conditions:

– he/she continues education in a secondary school for adults or starts non-stationary studies at an university-level school within 12 months from the day of registering in the employment office,

– the amount of the income per person in the family entitles to social benefits. The income does not include the amount of obtained grant.

The grant is given upon request of the unemployed person and is paid for the period of 12 months from the day of starting education, given that, after this period, in justified cases, it may be continued until completion of education.

Intervention works

This means employment of the unemployed person under an agreement of employment (up to 12 or 18 months), as a result of the agreement concluded between the poviät employment office with the employer. When appointing the unemployed person to perform intervention works, the employment office is obliged to take into consideration, among others, health condition and types of previously performed work.

Employment on the terms of public works

This is employment of the unemployed person (up to 6 months) as a result of an agreement concluded between the poviät employment office with the organizer of public works or the employer indicated by the organizer.

The unemployed person is appointed to perform work non-related to the learned occupation. This work is performed in public utility institutions and organizations involved in culture, education, sports and tourism, health care and social welfare.

Special programs

The unemployed people that need non-standard support may participate in a special programme. The idea of special programmes is to enable funding non-standard solutions, necessary in the process of helping a person become employed.

Special programmes enable flexible approach to the process of vocational activation, thanks to the use of specific elements supporting employment which should be tailored to individual
needs of the people covered by special programme.

Subsidies for undertaking business

The unemployed people, in particular the young with entrepreneurial characteristics, may apply for non-refundable funds for starting business activities, or for establishing or acceding a social cooperative.

For beginning business activities and funding the costs of legal assistance, consultations and advise related to starting operations, the unemployed person may receive up to 600% of the average remuneration.

If the unemployed person takes activities on the terms specified for social cooperatives, he or she may receive to 400% of the average remuneration per one founding member.

On the other hand, for accession to the existing social cooperative, the unemployed person may receive up to 300% of the average remuneration per one member acceding the cooperative.

b) New support instruments suggested in the form of amendment of 14 March 2014 of the Act on the Promotion of Employment and Labour Market Institutions.

The currently conducted reform of the labour market creates additional opportunities to implement Youth Guarantee through poviat employment offices. The concept of the labour market reform included in the amendments to the Act on the Promotion of Employment and Labour Market Institutions envisages a number of solutions which will be addressed to the young unemployed and are to support fast job-seeking. Apart from individual care of "customer advisors", for the young people also new labour market instruments were implemented, with the character of early intervention and vocational activation of the youth, such as:

Voucher: training, work practice, employment, for settlement

Training voucher is a form of support, which will be a guarantee of appointment of the unemployed person to training indicated thereby and of payment of costs that will be incurred in connection with training.

The voucher will give a possibility to fund, in the amount of up to 100% of the average remuneration, costs of one or several trainings, including costs of vocational qualification course and course giving professional license, costs of necessary medical or psychological examinations and costs of access to trainings and accommodation, if the classes are held outside the place of residence - in the form of a lump sum.

Work practice voucher is a form of support being a guarantee of appointment of an unemployed person to traineeship with the employer indicated by the unemployed person for the period of 6 months, provided that the employer undertakes to employ the unemployed person after the end of traineeship for the period of 6 months.
The employer who employs an unemployed person for the period of 6 months will receive a bonus in the amount of PLN 1500.

The traineeship voucher will give a possibility to finance the costs of access to and from the place of traineeship – as a lump sum, and costs of necessary medical or psychological examinations.

**Employment voucher** is a form of support targeted at the unemployed people aged below 30, being for the employer a guarantee of refund, for the period of 12 months, of part of costs of remuneration, including social security premiums, in the amount of the unemployment benefit, in connection with employment of the unemployed person to whom the poviat employment office granted the voucher.

The employer will be obliged to further employ the appointed unemployed person for the period of at least 6 months after termination of the refund period.

**Settlement voucher** is a form of support for the unemployed people who take up employment, another work for earning purposes or business activities beyond the place of their previous residence.

To benefit from financial support, whose amount will reach double average remuneration for work, allocated for coverage of the costs of residence related to taking up work, the following three conditions will have to be met:

- the undertaken form of employment is subject to social insurance and for its performance a person obtains gross monthly pay or monthly revenue, in the amount of at least minimum remuneration for work;
- the activated person is employed or conducts business activities for the period of at least 6 months and
- distance from the place of their previous residence to the town, where the unemployed person is living, in connection with taking up a new job is at least 80 km or the time of access to this towns and return to the place of their previous residence exceeds at least 3 hours a day.

Ordering external entities to carry out activation activities for youth qualified as "long-term unemployed"

Within this instrument, the unemployed people can be appointed to activation through private employment agencies. The expansion of the catalogue of institutions supporting the youth who enter the labour market and involvement of private entities in activation activities are also the postulates of implementation of the Youth Guarantee.

Cooperation between Information and Professional Career Planning Centres and Academic Career Offices with regard to preparation of professional information
Professional Career Information and Planning Centres will cooperate with the Academic Career Centre regarding preparation, update and dissemination of professional information with local and regional range, and will prepare professional information at the central level to the order of the minister competent for labour.

Trilateral training agreements which may be concluded by a starost with an employer and a training institution

The agreements will include in particular skills and professional competencies required by the employer from the candidates for job. The requirements will be included in the training programme funded by the employment office from the Labour Fund.

A loan to launch business activities for which unemployed students of the final year as well as school and university graduates looking for a job can apply

The particular role of this tool in the *Youth Guarantee* implementation results from the assumption that, above all, young people can apply for loan for taking up business activities. This instrument will be targeted at the following groups of people:

1) graduates of schools and universities searching for jobs in the period of 48 months after graduation or receipt of diploma;
2) unemployed registered in poviat employment office;
3) students of the last year of university.

The loan for starting business can be up to 100% of the costs of the project (it will be granted up to 20-times average wage) and will bear interest on preferential terms.

Teleworking grant

On the basis of the agreement concluded with the poviat employment office, the employer or the entrepreneur can be able to receive from the Labour Fund a grant in the amount of 6-times minimum remuneration for work gross for creation of a job for the unemployed parent or unemployed person taking care of dependant, who, in the period of 3 years before the registration in the employment office as the unemployed person, refrained from employment or other paid work due to the necessity of bringing up the child or taking care over the dependant.

The employer will in guarantee in the agreement employment for 12 months, full time, or for 18 months, part time – in the case of default on this condition the grant would be refunded with statutory interest, charged from the date of its receipt.
Activation service

The benefit paid to the employer for 12 (in the amount of 1/2 of the minimum pay) or 18 months (in the amount of 1/3 of the minimum pay) for employment of unemployed parent or unemployed person taking care of dependant, who, in the period of 3 years before the registration in the employment office as the unemployed person, refrained from employment or other paid work due to the necessity of bringing up the child or taking care of the dependant. Under this tool, the employer will guarantee employment of the appointed unemployed person for subsequent 6 or 9 months. In the case of default on this obligation, the obtained benefits will be refunded along with statutory interest.

Reimbursement of social security premiums for unemployed under 30 years old that take up their first jobs

This is a tool of implementation of a postulate contained in the Youth Guarantee programme of increasing the demand for work of the young people. The refund will include the period of up to 6 months and its amount cannot exceed monthly ½ of the minimum remuneration for work as specified on the basis of separate regulations. The employer is obliged to further employment of the referred person for the period of 6 months, under pain of refund of the aid.

c) Instruments facilitating transition of the youth from education to employment.

Measures of support for integration on the labour market will be also a set of actions used to increase education quality and make it possible for graduates of schools and universities to enter the labour market:

Broader use of services rendered by Academic Career Offices that provide students and university graduates with assistance in the field of entering the labour market

It should be emphasized that, by virtue of the Act on the Promotion of Employment and Labour Market Institutions, the poviatic starost may conclude with a university-level school or student organization an agreement enabling funding from the Labour Fund part of costs of equipment for a newly open academic career centre, in the amount not exceeding fifteen times average remuneration.

The Ministry of Labour and Social Policy pays special attention to highlighting the role performed by the Academic Career Centres that, providing help to students and university-level school graduates with regard to entering the labour market, have become an interface
between two economy spheres, i.e. education and the labour market. Therefore, the Ministry of Labour and Social Policy cooperates with the Ministry of Science and Higher Education (MNiSW) in the scope of development of Academic Career Centres, i.e.:

- In 2012, the Minister of Labour issued an appeal to Voivodship Marshals stating that voivodship employment offices subordinate to them should cooperate more intensely with ABK. The key role of this cooperation is to be performed by the Centres of Professional Career Information and Planning, Regional Labour Market Observatories and Employment Agencies.
- In September 2012, the Heads of both ministries presented an open letter to the rectors of Polish universities with a request for support for ABK in fulfilling its obligations resulting from the aforementioned statutory tasks of ABK, and with regard to implementation and promotion of the programme "Your Career – Your Choice".
- In December 2012, the Congress of Academic Career Centres and university units responsible for "Monitoring professional careers of the graduates – good practices" was held. It was organized by MNiSW, the University of Warsaw and the Ombudsman for Graduate Affairs. The purpose of this congress was to exchange good practices and discuss problems in the scope of implementing the system for monitoring occupational future of graduates. The second edition of the Congress of Academic Career Centres was held in December 2013.

It is also necessary to indicate that in the amendment to the Act on the Promotion of Employment and Labour Market Institutions there is a provision concerning cooperation of the Academic Career Centres and the Professional Career Information and Planning Centres with regard to preparation, update and dissemination of professional information with local and regional range, and preparation of professional information at the central level to the order of the minister competent for labour.

Establishing and running a national traineeship and work practice base

Actions targeted at the young will be supported by projects offering to all people interested in taking up or changing the job the possibility of easier access to job offers reported in the powiat employment offices and made available by the minister competent for labour, with the use of the web base of job offers, integrated with the European employment agency system EURES.

Actions will be conducted focused on establishment and operation of a national base of traineeships and apprenticeships. The purpose of these activities will be to ensure to the interested people, in particular students, juvenile employees and graduates as defined by the Act on graduates' apprenticeships, access to information about the possibilities of traineeship or apprenticeships, and to facilitate to employers dissemination of information about the possibilities of suggesting traineeship or apprenticeship to a young person. These actions will
be implemented by the Ministry of Labour and Social Policy in cooperation with Voluntary Labour Corps.

Job placement by organising job fairs and using modern forms of communication to notify youth

Actions for the youth will be supported also by employment agencies or other entities, through organization of job fairs, being one of forms of assistance under employment agency. In addition, actions for the youth will be supported by dissemination of information targeted at the young with the use of different forms of communication, including helpline or websites run by the Ministry of Labour and Social Policy or Voluntary Labour Corps.

Modernisation of the professional and continual education system

To adjust the offer of education to the needs of the labour market and expectations of employers, and to provide top quality education, by virtue of the Act of 19 August 2011 on the amendment to the Act on the educational system and other acts (Journal of Laws No. 205 item 1206), the occupational training and recurrent training was modernized. Its implementation at secondary schools running vocational education started along with the beginning of the school year 2012/2013.

First, a new classification of professions of vocational education was introduced. The classification covers 200 professions, in the scope of which 252 qualifications in the profession were included. In each profession, one, two or three qualifications were distinguished. Substantial change covered also the structure of core curricula of vocational education, which is described in the learning outcome language. New core curricula of vocational education are, at the same time, a standard of exam requirements for particular qualifications. In vocational secondary schools special emphasis was given to practical training that, within three years of education, includes over 60% of the whole time intended for vocational education. Practical learning of a profession takes place at the employer's premises, in practical education centres or in school workshops.

The possibility was also introduced to obtain or supplement vocational qualifications in non-school forms, including vocational qualification courses. A vocational qualification course is a course delivered according to curriculum that takes account of the core curricula in professions of one qualification. Completion of this course enables taking an exam that confirms qualifications in the profession, in the scope of a given qualification, conducted by the regional examination committee. A person who completed a vocational qualification course and passed the exam confirming qualifications in the profession with regard to a given qualification, receives a certificate confirming qualifications in the profession.
Under reforms of higher education, in order to provide better adjustment of curricula to the needs of the labour market, in 2011, universities were obliged to monitor professional career of their graduates. This monitoring should be carried out in particular after three and five years from the date of graduation. Currently, the method and methodology of conducting monitoring is within the scope of autonomy of a university, allowing universities to develop their own monitoring of the future of vocational graduates, adjusted to the specific nature of education at a given university. The Ministry of Science and Higher Education prepared a draft amendment to the Act – Law on Higher Education, adopted on 17 December 2013 by the Council of Ministers, and submitted to the Parliament. Under this amendment, it is planned, among others, to develop a Polish national monitoring system of professional careers of graduates, on the basis of available data about graduates from the existing Higher Education Information System and depersonalized unit data transferred by the Social Insurance Institution (ZUS), recorded on the accounts of insured and payers of premiums.

2.6. Competition procedure.

For greater effectiveness of the Youth Guarantee implementation, by extension of the access to support for the young, it is assumed to use the competition procedure, which will be open also for the labour market partners.
It is planned to launch competition, for implementation of activities under Youth Guarantee: competition at the central level and competition at the regional level. The competition principles will be specified within the dialogue with the labour market partners. The principles agreed with partners will be detailed at the regional level, in order to consider priorities of the local labour market. A starting point for the work of teams and determination of the competition principles are the following assumptions.

a) Competition at the central level under PO WER

It is planned that competition will be announced by the Ministry of Labour and Social Policy, as the Intermediate Institution for the 1st part of the Priority Axis of PO WER (Operational Programme Knowledge Education Development).

Competition goals:
The goal of the competition is implementation of the Youth Guarantee assumptions with the use of innovative approach/methods and with the use of partnerships for improving the young people's situation on the labour market.
**Target groups:**
Projects will be targeted at people aged 15 - 24, including people from the group of the so-called NEET, i.e. people who are not in education, employment or training.
People covered by support under central competition are not required to possess the status of the unemployed person, i.e. they do not have to be registered as the unemployed in the poviat employment office.
The moment of starting for 4 months will be counted from the day when the person joins the project. It is required to treat separately a competition aimed at selection and support of partnerships performing actions aimed at improvement in the young people's situation on the labour market.

**Direction of support:**
It is planned to announce competition under two paths: (1) innovative approach with regard to supporting activation of the young, (2) support of partnerships and activities performed by them for improvement in the young people's situation on the labour market.
Under the first path, solutions should be characterized by the comprehensive nature of support in using non-standard methods or tools. The definition of non-standard approach will be presented in the competition documentation.
It is assumed to grant additional bonuses to projects using the effects of innovative projects and/or international cooperation, executed under the Human Capital Operational Programme 2007-2013.  
Innovative and/or supranational projects implemented under the Human Capital Operational Programme and acknowledged by the Minister of Labour and Social Policy as good practices will be published on a website and in the appendix to the competition documentation.
It is planned to use comprehensive paths of support, completed with a training combined with coaching/mentoring leading at least to an offer of traineeship/apprenticeship.
In accordance with the principle of partnership, a detailed scope of the competition will be determined within especially appointed team, which will include, e.g. representatives of social partners, non-governmental organizations, scientific communities or local governments. Under the second path, it will be possible to support partnerships and activities performed by them for improvement in the young people's situation on the labour market. It is assumed that the goal of the partnerships will be monitoring of the young people's situation on the labour market in terms of the Youth Guarantee implementation. A detailed scope of the competition under this path will be developed by a special team, mentioned above.

**Entities authorized to participate in the competition for project submission:**
The applicants may be all entities, in particular entities involved in the issues of education and vocational activation of the youth.

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13 The Possibility to additionally rename projects using the effects of innovative projects and/or supranational cooperation between OP KLL and EQUAL by applying strategic criterion.
Only entities with legal personality may apply for financial support. For the purpose of joint project implementation, partnerships may be created.

**Competition budget and project unit costs:**

It is estimated that the amount allocated for funding of projects under competition at the central level in both described above paths would be EUR 25 million (i.e. approx. PLN 100 million).

The average cost of support per person will be approx. PLN 7000, which will enable supporting approx. 10.7 thousand people.

At the present stage, the Intermediary Institution does not plan to catalogue or monitor the methods of reaching the youth according to specified schemes, because the assumed innovative character of the competition may manifest itself both in non-standard forms of support for the youth as well as methods of reaching the youth through project initiators.

**b) Competition at the regional level under PO WER**

Apart from competition at the central level, the voivodship employment offices, to ensure possibly quick support to the young, in accordance with the assumptions adopted for *Youth Guarantee* implementation, will initiate regional competition.

**Competition goal:**

Granting to the young people aged 15-24 individualized and comprehensive support, adequate to their situation and needs with regard to vocational activation.

**Target groups:**

Projects will be targeted at people aged below 24, including registered as unemployed. Support should be focused on people whose particular personal, family or professional situation caused problems that exclude them from the labour market, and on people at risk of social exclusion.

Owing to diverse situation on regional labour markets work, the target groups that require support may be defined in various ways in particular voivodships. The moment of starting for 4 months will be counted from the day when the person joins the project or is registered in the poviat employment office. People who have the status of the unemployed person, when joining the project, will submit statements on remaining in the register of the poviat employment office. People who register in the poviat employment offices will submit statements on participation in activities implemented under *Youth Guarantee* by other entities.

**Direction of support:**

Support targeted at the young, under regional competition, will be targeted, among others, at:

- diagnosis of barriers in professional activity, and factors determining/ensuring
participation of the unemployed in activation,
- specialized services, individualized counselling or support, such as: consultation with a psychologist, lawyer, addiction specialists and others, justified by the individual situation of the unemployed person;
- classes and workshops intended to motivate the unemployed person to vocational activation, including the application of elements of managerial care, coaching and mentoring;
- classes aiming at improving the image of the unemployed person and preparing him/her for a job interview (preparing application documents, presentation and image creation);
- professional development and increasing the professional mobility of the unemployed by participating in the activities aiming at raising the ability of employment, among others, actions for further professional improvement or for a change in vocational qualifications in the form of trainings, courses and practices and the possibility to achieve occupational experience at work. The participants of the projects should have the possibility to prepare themselves for examinations and to achieve a formal confirmation of competences or vocational qualifications;
- assistance in finding employment and support in initiating work;
- activities addressed to disabled people should additionally level the barriers constituting obstacles in finding and performing work, resulting from the nature and degree of their disability.

Due to the special character of the group and the employment barriers, it is acceptable to cover the unemployed with financial support in the form of:
- incentives the level of which should enable participation in the project;
- funding the costs of access, board and accommodation, necessary medical and psychological tests, child or dependant person care, educational materials as well as the preparation of application documents and other necessary forms of financial support.

Entities with the right to participate in the competition and submit projects
The Applicant may be a non-governmental organization, employment agency, training institution, social economy entity, social dialogue institution, local authority, employer, social economy entity.

For the purpose of joint project implementation, partnerships may be created.

Competition budget and unit costs of the projects
Depending on the scope of the granted support the unit cost of participant taking part in the project will diverse. In regard to people with low qualifications, inhabiting the area affected by particularly high unemployment, the participation cost in the project will be higher.
Number of activated people will derive from the amount allocated for this type of competition and the average unit cost of participation in projects.
Assuming that approx. PLN 760 million would be intended for this type of competition, until
2021 more than 81 thousand young people would have participated in the projects.

2.7. Supporting entrepreneurship among young people.

Loans granted via Bank Gospodarstwa Krajowego

Subsidies for undertaking business offered by labour offices are the main tool for supporting entrepreneurship among young people. Nevertheless, within the expansion of the offer regarding entrepreneurship the youth, in the second half of 2013 a pilot programme "First business – Start-up support" was initiated. It consists in granting loans through Bank Gospodarstwa Krajowego to young unemployed people so they can start business. It will cover people up to the age of 29. The participants of the programme will be also able to use an additional loan intended for establishing a job for an unemployed person, including for an unemployed person sent by the employment office. Agreements with BGK will be concluded as a part of the programme.

Since mid-June 2013 the pilot programme is being implemented in the following Voivodships: Małopolskie, Świętokrzyskie and Mazowieckie. The programme operates on the basis of the funds (PLN 21.5 million) from privatisation used for funding tasks of the minister in charge of the labour policy to tackle unemployment.
Characteristics of loans for the commencement of business activities as part of the programme "First business – Start-up support":

- Preferential interest, agreed at the level of 0.25 of the discount rate of the National Bank of Poland
- The amount of up to 20 times the average wage
- Long repayment period – up to 7 years
- A possibility to receive an annual grace period concerning capital repayment
- No fees and commissions for granting and operating loans

Characteristics of a loan for establishing a job for an unemployed person (supplementary loan), including an unemployed person appointed by the poviat employment office:

- Value of the loan: up to 6 multiplicities of the average wage
- Interest: at the level of 0.25 of the discount rate of the National Bank of Poland
- Monthly repayments in due dates resulting from the schedule of the loan to launch business
- Settlement of the loan on the basis of the paid invoices related to the expenses concerning creating a job
- Granted after the first year of operations undertaken by the borrower
- A possibility to remit the due amount of loan create a job providing establishing the job created for an unemployed person has been maintained for minimum 1 year, and the loan has been repaid according to

Under the Youth Guarantee loans will be granted for the purpose of undertaking business on the terms provided in the amended the Act on the Promotion of Employment and Labour Market Institutions. The implemented statutory solutions provide the possibility of transferring the European Union funds to Bank Gospodarstwa Krajowego which is coordinating the execution of granting loans under PO WER after the approval of the European Commission (initially estimated budget under PO WER: EUR 50 million, that is approx. PLN 200 million) Additionally, for the execution of loans for young people in 2014 an amount of PLN 60 million will be allocated from the Labour
Fund. Under the Youth Guarantee, people who can apply for a loan for starting business are unemployed young people and school and universities graduates looking for a job in the period of 48 months from the time of finishing school or obtaining a professional degree, aged 18-29 years. The Loan can be granted to people not running business in the period of 12 months prior to submission of the application for granting of a loan as well as unemployed and not performing any other paid job.

A loan for the purpose of undertaking business will be granted up to the amount of 20-times the average wage and will be subject to preferential interest rate. The interest rate of the Loan will amount to 0.25 of rediscount rate on bills of exchange of the National Bank of Poland, annually. Loan repayment period will be 7 years, with the possibility of a 12-month grace period for its repayment.

Support in the form of loans for the purpose of undertaking business will be regarded as de minimis aid and will be granted in accordance with the terms of acceptability of this aid.

### 2.8. Support of the professional mobility of the youth.

- **Support of internal mobility:**

  The support of internal mobility, after the effective date of the amendment to the Act on the Promotion of Employment and Labour Market Institutions, will be supported by the measures described previously in chapter 2.5.:
  - settlement voucher,
  - teleworking grant.

- **Support of mobility within the European Union:**

  Access to job offers from within the EU/EEA is provided by the European EURES Job Mobility Portal. The job offer exchange process on the website will be developed. The reform of this tool is an important European initiative. There are plans that the common IT platform EURES kept by the European Commission will present all the offers of labour offices of the European Union, of accredited entities and of CVs of persons interested in working abroad. It is also planned that the platform will contain information about traineeships and professional practices available in the European Union.

  Voivodship and poviast employment offices will be disseminating information on the possibilities of starting traineeships and work practice abroad in the EU by university and high school graduates under selected programmes of the European Commission and job and work practice offers received from partners – EURES advisors from within the EU/EEA. There will be a continuation of abroad traineeship programmes for the Polish youth (among others, the project "Traineeships in Austria for the Best" under the cooperation of EURES from Dolnośląskie Voivodship Employment Office with Austria and Austrian employers and vocational schools educating in the hospitality industry).
There will be informational meetings (e.g. "After work about work"); "Safe departure – Safe return"), consultation points, informational and workshop meetings, job fairs, also in a virtual form. During the aforementioned events there will be discussions on, among others, the possibility which mobility provides on the European labour market, using EURES portal, the principles of acknowledging vocational qualifications, writing a resume and covering letters, information about coordination of social security systems, etc.

During job fairs job offers will be made available and employers from within the EU/EEA will conduct recruitment interviews with selected candidates.

It is planned to continue the organization of European job fairs, European informational and recruitment days, European entrepreneurship, job and education fairs, European job and information fairs, etc. In the aforementioned events, there will be employers from the country and from within the EU/EEA, the EU network representatives and representatives: of training institutions supporting entrepreneurship, institutions dealing with, among others, the rights of employees, social protection, institutions involved in the issues of professional and geographic mobility. As a part of job fairs a range of services provided by EURES network will be presented, interviews with candidates interested in working abroad and consultations will be organized, as regards working and living conditions in the selected EU/EEA countries, methods of searching for employment and terms of application, setting up one's own businesses.

As a part of providing vocational counselling, group counselling, activating classes, meetings organized by other organizations and meetings with people concerned, information will be provided about EURES network services, etc. There are plans to use, among others, modern communication tools (e.g. Skype, e-mail, You Tube, chat).

The above actions will be performed mainly by voivodship employment offices and will be available for everyone interested in starting work abroad.
3. Funding the **Youth Guarantee**.

3.1. **The Youth Employment Initiative** as financial support for the implementation of the **Youth Guarantee**.

At the beginning of 2013 the European Commission (EC) has supplemented its proposal concerning the Youth Guarantee with **the Youth Employment Initiative**\(^\text{14}\). It is to constitute a financial supplement for the Youth Guarantee project and strengthen the support already provided by means of the EU structural funds. The Initiative is to be addressed to regions where the level of unemployment of people in the age between 15 and 24 exceeds 25%. Within the project a support at the level of 6 EUR billion is expected in the years 2014-2020. This amount will consist of equal shares of EUR 3 billion of funds of the European Social Fund (ESF) allocated especially for this purpose, as well as of a special allocation for this initiative within the resources for economic, social and territorial consistency. These funds will be addressed to the regions (NUTS 2 level) where level of unemployment of people between 15 and 24 exceeds 25%. The Initiative also envisaged the possibility of allocating 10% of funds for supporting young people in NUTS-3 subregions, recording a particularly high unemployment rate among the youth, and being in non-eligible regions.

From among 270 European classification units distinguished for statistical purposes at the NUTS2 level, in 92 of them the unemployment rate among young people (age category from 15 to 24) exceeded 25% in 2011. The largest number of regions that will be potentially covered by the support can be found in Spain, Greece and Italy.

3.2. **The amount of funds according to the sources in Poland**.

**Youth Guarantee** will be implemented both from state funds and the European Union budget, under European Social Fund and **the Youth Employment Initiative**.

Actions for young people will be implemented in the labour offices from the funds of the Labour Fund meant for activation of the unemployed (it is estimated that annually it will be an average amount of about 1.5 billion) and also by Voluntary Labour Corps from the budget funds for the implementation of statutory tasks (it is estimated that annually it will be average amount of about PLN 75 million).

Measures from the EU budget for the implementation of **the Youth Guarantee**-with regard to young people under 25 – will come from Operational Programme Knowledge Education Development in the programming period of 2014-2020 as part of which young people in all voivodships will be supported, the covered by **the Initiative**, and these who are not the beneficiaries of the funds of **the Initiative**. For such activities the amount of EUR 1.7 billion has been planned, including: EUR 550 million from **the Initiative**. The scope of the support granted under the Operational Programme Knowledge, Education, Development [PO WER] may be

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changed as a result of negotiations of the content of the Programme with the European Commission.
It is assumed that actions carried out by the Voluntary Labour Corps consisting in a standard support will be funded from the Labour Fund and the state budget. In-depth and comprehensive actions will be additionally funded by PO WER and the Youth Employment Initiative.
Detailed development of the issue of funding particular activities has been presented in tables no. 4 and 5 in the final part of the document.

4. Monitoring and implementation evaluation system of the Youth Guarantee in Poland.

The primary purpose of the implementation of actions defined the Youth Guarantee is to improve the situation of young people on the labour market, both those registered in labour offices as unemployed as well as those professionally inactive that could return to the market. The process of coordination of the monitoring process will be carried out by the Ministry of Labour and Social Policy, with a significant engagement of all partners included in the implementation of the Guarantee. Partners will be obliged to supply credible and exhaustive data in the scope and dates specified by the national coordinator of the implementation of the Youth Guarantee. From among of partners: Voluntary Labour Corps will deliver data about the projects implemented by them, the Ministry of Infrastructure and Development information on the activities conducted from the ESF funds along with their evaluation, including the competition implemented under POWER, and Bank Gospodarstwa Krajowe information about loans. The Minister of Labour and Social Policy as the coordinator will be gathering and integrating all the data provided by entities obliged to their acquisition. Based on this, it will monitor the changes and prepare analyses of the progress of implementation. The monitoring will include both the analysis of changes of major macroeconomic indicators describing the situation of people from the NEET group on the labour market, and the analysis of other projects concerning participants of actions defined in the Youth Guarantee. Results with regard to the status of the participants in a given period after the completion of those actions will be examined.
Information obtained from the monitoring of both key indices, as well as data analysis concerning the effectiveness of the conducted activities will enable successive verification of the justified character and directions of undertaken activities and will enable any possible changes in this respect.

Key indicators monitoring the results the Youth Guarantee:

I. On the basis of Labour Force Survey:
   ✓ coefficient of professional activity of people aged 15 -24 and 25-29;
   ✓ employment ratio of people of 15 -24 and 25-29;
   ✓ the unemployment rate of people of 15 -24 and 25-29;
- the NEET ratio of people of 15-24 and 25-29;
- percentage of the unemployed aged 15-24 and 25-29 according to LFS in the overall number of population in a given age group;

II. On the basis of registered unemployment statistics:
- the number of people under 25 in the overall number of the registered unemployed;
- the number of people under 25 covered by active programmes of the labour market in the overall number of the participants of active forms;
- percentage change in the number of the unemployed under 25 as compared to the general change in the number of the unemployed;
- average time of unemployment among people under 25.

The above data will be analysed first and foremost at the state level but taking into consideration the regional diversity. In addition, the Ministry of Development and Infrastructure in cooperation with the Central Statistical Office prepares a research work "Expanding Community Labour Force Survey (selected indicators "Europe 2020" and the NEET ratio at the level of NTS 2 voivodships, basic aggregations in the labour market to NTS 3 subregions, voivodship cities, groups of NTS 3 subregions)" which should be implemented under the Operational Programme Technical Assistance 2007-2013. An estimation of population of young people belonging to the NEET category in the voivodship system is planned within the framework of research. Research work results will be known by the end of 2015.

As a target planned actions should contribute to improvement in unfavourable values of the aforementioned indicators describing the situation of young people on the labour market, although in this case the economic situation may have significant impact on the achieved results. Recent data and forecasts are quite optimistic. While in 2012 in subsequent quarters the GDP growth was increasingly lower, in the subsequent year quarter by quarter the rate of economic growth clearly improved. In the 1st quarter of 2013 the GDP growth amounted only to 0.5%, and in the 4th quarter it was already 2.7%.
Data collection Scheme for monitoring:

Ministry of Labour and Social Policy
Data collection process coordination

Ministry of Infrastructure and Development
with regard to activities funded from the ESF

Reporting entities:
- Poviat labour offices
- Voivodship labour offices
- Voluntary Labour Corps
- Bank Gospodarstwa Krajowego
Due to the fact that entities involved in the actions have not been appointed only for the implementation of the Plan of the *Youth Guarantee*, but for years have been performing various kinds of services on the labour market, separate statistics of the project participants will be kept.

**Collected data will concern:**

- ✓ status of a person before being covered by the youth guarantees:
  - o unemployed person (including an unemployed person registered or not in an labour offices), including a long-term unemployed person\(^{15}\)
  - o professionally inactive person, including a professionally inactive person not participating in education or training
  - o working person
- ✓ sex;
- ✓ age;
- ✓ education according to ISCED levels (basic, junior high school, high school, post-secondary, university degree);
- ✓ the date of registration/reporting of the project;
- ✓ date of profiling in the case of the registered unemployed;
- ✓ date of presentation and type of assistance proposal;
- ✓ unemployment time from the moment of registering/joining the project until receiving a proposal of being covered by the *Youth Guarantee* programme;
- ✓ reasons for not presenting the suggestions of assistance within 4 months from applying for the project/registering in the employment office
- ✓ the date of admission /refusal to cover with the support and interruption of activities;
- ✓ the offered forms/form of support (with the specification of non-subsidized job offers and subsidized, traineeship, apprenticeship of adults and trainings, etc.);
- ✓ the period of participation in the activities of the project;
- ✓ the date of completing the activities;
- ✓ the date of deregistration from the register and the reason of deregistration of the unemployed and the reason of deregistration in the case of the registered unemployed;

Additionally, for the needs of the [monitoring of projects co-funded from ESF](https://www.esf.europa.eu) (in particular the *Youth Employment Initiative*), in accordance with the provisions of the Regulation no. 1304/2013 of 17 December 2013, data concerning the following elements will be collected:

- ✓ dates of starting and finishing the participation in the project;
- ✓ the situation of the household from which the participant comes: person living in a household of without working people (including dependant children\(^{16}\)), a person living in a

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\(^{15}\) The Definition of the term "long-term unemployed person" varies depending on age (1) youth (below 25 years old) – persons continuously unemployed for the period of more than 6 months (> 6 months), (2) Adults (25 years old or more) – persons unemployed continuously for the period of more than 12 months (> 12 months).

\(^{16}\) Dependant children are persons below 17 years old and persons at the age of 17-24 that are economically dependent on parents.
household consisting of one adult person and dependent children;  
- affiliation to national minorities, the fact of being a migrant or a person of foreign origin;  
- disability;  
- homelessness and vulnerability  
- status (situation) of the person upon the termination of participation in the project:
  - job-seeker  
  - working person  
  - person undertook education or training  
  - person obtained qualifications  
  - person obtained competences  
  - person received a job offer  
  - person received an offer of continuing education  
  - person received an offer of apprenticeship  
  - person received an offer of an traineeship.

Monitoring of implementation of the Youth Employment Initiative in Poland, as well as the support of young people in PO WER should be carried out in accordance with the principles of ESF monitoring specified in the Community regulations, Guidelines of the European Commission for monitoring and evaluation of the European Social Fund in the period of 2014-2020, as well as the guidelines of the Ministry of Infrastructure and Development that settle the horizontal issues related to monitoring of the Initiative and of projects co-funded by ESF.  

Monitoring of implementation of the support of young people under the Initiative will be performed with the use of common product indicators indicated in the Regulation of the European Commission no. 1304/in 2013 ESF and defined in EC Guidelines concerning monitoring and evaluation of ESF for 2014-2020. In addition, the execution of the Youth Employment Initiative involves the responsibility of monitoring additional indicators defined in appendix II to the aforementioned regulation concerning ESF, pertaining to people under 25 supported under the Initiative.  

In accordance with the provisions of Article 50 of Regulation (EU) No. 1303/2013 and Chapter IV of Regulation (EU) No. 1304/2013 Member States implementing Youth Employment Initiative (YEI), incorporated into the Youth Guarantee are obliged to report, among others, on the indicators showing the situation of people covered by the support under YEI in deferred time perspective (for instance in 6 months after the termination of participation in the support). The values of the concerned indicators determined by means of evaluation research. Managing Institution of PO WER will be estimating the values of indicators specified for the Youth Employment Initiative every year (i.e.: number of persons participating in the recurrent education, training programmes leading to obtaining qualifications, apprenticeship or traineeship six months after leaving of the Programme, the number of people working 6 months after leaving the programme and the number of people conducting their own activities six months after leaving programme). Common indicators critical for other young people supported...
in the programme (i.e.: the number of people to the age of 24, working 6 months after termination of participation in the programme and the number of created microenterprises operating 30 months after obtaining loan) will be estimated four times throughout the whole programming period. In addition, twice in the programming period, Managing Institution of POWER will execute a topical evaluation whose object will be both the effectiveness and relevance of received support as well as the assessment of quality of job places and offers obtained as a result of professional stimulation for people supported under YEI.

**Monitoring scheme for the support granted to participants of the projects of Voluntary Labour Corps from the NEET group implemented under the Youth Guarantee:**

![Diagram of monitoring scheme](image)

**Types of activities:**
- professional counseling;
- job agency
- teaching active job-seeking;
- vocational qualification courses;
- occupational trainings;
- work practice;
- psychological and pedagogical support

**Diagram explanation:***
- Recruitment of the candidates to the Voluntary Labour Corps units
- Verification of conditions of participation in the project according to the principles of recruitment agreed by the General Commission of the Voluntary Labour Corps
- Decision of the Recruitment Commission
- The study of needs and professional dispositions of the candidate
- Filling in “Questionnaire of agreements on the forms of support”
- Training offer presentation (max. 4 months from candidate’s submission for the Voluntary Labour Corps units)
- Beginning of the cycle of participation in project classes
- End of Participation – submission of examinations and verification of direct results
- Examination of the project results after 6 months, including examination of employment efficiency
- Evaluation of the project
Monitoring of the project and of participants in the case of projects implemented by Voluntary Labour Corps is strictly related to organizational structure of the Voluntary Labour Corps. Coordinators of local projects implemented by Voluntary Labour Corps under the Youth Guarantee and tutors of groups constituting the management personnel of implemented projects under the Guarantee - apart from indicators specified in the application for subsidizing and - in the case of ESF projects - common indicators specified in the regulation 1304/2013 - will be current monitoring of implementation of particular project tasks, including classes with young people, attendance during courses (the list of attendance), progress of the participants and quality of provided training services.

For instance, in the case of extending absence of the participant during classes phone or direct contact will be established with these persons (e.g. home visits in order to motivate the participants to continue participation in the forms of support). In addition, voivodship coordinators will be controlling on the current basis whether the project in field units is implemented in accordance with the schedule and whether the payments are performed in accordance with preliminary expenses schedules. All faults and doubts will be immediately reported to the General Commission of the Voluntary Labour Corps, and programmes of corrective activities will be initiated. The monitoring of the project will use such tools as: the report from the control proceeding, control certificate, attendance lists, school registers, control sheets from training classes, monitoring tables, report part of payment application.

**Scheme for monitoring of the process of supporting the unemployed aged 18-24 registered in employment offices:**
Registration in an employment agency

The decision on providing assistance under the Guarantee

Profiling

Profiling refusal

Exclusion from the records

Reasons indication

Presentation of a proposal within 4 months from registration:
- a non-subsidised job offer;
- a subsidised job offer;
- an work practice offer (including a voucher);
- a training offer (including a voucher);

Beginning of participation

Approval of a proposal

Refusal to accept the offer

Participation

End of participation

Results after 6 months

Has a person taken up a job (what, for how long)?

Has a person been in the register?

Evaluation of participants’ activities co-funded from ESF

Determination of the status on the labour market before registration - active/inactive
We assume making a review of macroeconomic indicators and monitoring the participants of activities once a year e.g. in the second quarter after the end of the reporting period. In addition, there are plans to check after 6 months from completion of actions whether a person is still registered in the records of the unemployed whether in the meantime he or she was excluded after finding a job (subsidized or non-subsidized) or started his/her own business and what the period since exclusion for the reason of having found work/started business till re-registration at the labour office was. On the basis of these data two indicators will be stipulated:

- percentage of persons who after the end of actions will be registered in the labour office (a presumption of employment);
- percentage of persons who started to work within 6 months after the end of actions

**Scheme for monitoring of the process of supporting people from the NEET group in the form of competition at the central and regional level:**

- **Qualification for the project**
- **Entering a person to the project (declaration)**
- **Presentation of a proposal within 4 months after entering the project (signing a participation declaration) – in accordance with the activities presented by the project initiator in the application for funding/subsidizing**
- **Reasons indication**
- **Determination of the status on the labour market before accessing the project: active/inactive**
- **Beginning of participation**
- **End of participation**
- **Participation**
- **Results after 6 months**
- **Evaluation test – on the annual basis**
- **Monitoring the set of indicators specified in PO WER for YEI (Central IT System in 2014-2020 (SL 2014))**
Scheme of monitoring of the process of supporting in the form of a loan to start an business (BGK):

1. Submission of an application for a loan
2. Examination of an application
3. Rejection of application
4. Positive decision about providing assistance
5. Entering into the agreement for a loan
6. Advisory and training services
7. Registered business
8. Payment of the funds in the amount stated in the loan agreement
9. Results after 12, 36, 84 months
   - Has the borrower conducted business?
   - Has the borrower stopped conducting business?
   - Has the borrower stopped repaying the loan?
10. Resignation from concluding a agreement
One of the assumptions is monitoring of the loan Programme. It is planned to verify the results:

- after 12 months. Termination of running business before the end of the required period of 12 months may lead to a refund of the granted loan along with the statutory interest charged from the date of receiving the loan.
- after 36 months. Termination of running business in the period from 12 to 36 months of running business will result in an increase in interest of the outstanding amount. Further repayment of the Loan is made along with interest equal to the reference rate.
- after 84 months. This is a maximum period during which the repayment of the granted loan should be made.

What does the European Union envisage with regard to the monitoring of the Youth Guarantee?

As a part of the works of the Group for EMCO indicators, the monitoring scheme for the Youth Guarantee is currently being developed. At present, it is difficult to indicate the exact type and scope of data required in this monitoring, therefore, the concept of monitoring developed in Poland has been presented above.

5. Tabular representation of the implementation system of Youth Guarantee.

Tables:
1. Main organisations which will support and implement the Youth Guarantee system.
2. Key reforms and initiatives to provide early intervention and stimulation.
3. Key reforms and initiatives to provide integration on the labour market.
4. Estimated plan of funding implementation of Youth Guarantee in Poland.
5. A detailed list of activities within implementation of Youth Guarantee in Poland with consideration of allocated funds and assumed number of participants.
### Table 1: Main organisations which will be support AND implement the Youth Guarantee.

<table>
<thead>
<tr>
<th>Name of organization</th>
<th>Organisation type</th>
<th>Responsibility level</th>
<th>Role in the implementation of the Youth Guarantee programme</th>
<th>Provision of successful partnership</th>
</tr>
</thead>
</table>
| The Minister of Labour and Social Policy                      | Public institution| National             | – determines priorities by taking into consideration their complementary character towards the objectives related to hiring youth contained in government strategic and programme documents,  
   – indicates framework scope of activities to be executed under the Youth Guarantee,  
   – exercises substantive supervision over the Youth Guarantee implementation,  
   – conducts reporting based on public statistics concerning the implementation Youth Guarantee implementation  
   – supervises implementation of activities carried out by BGK and OHP under Youth Guarantee,  
   – carries out actions related to implementation of competition projects on the central level. | • Functioning of the working group, Monitoring Committee under PO WER.  
• Playing a role of a coordinator of public employment services by the minister competent for labour issues  
• Functioning of the Supreme Employment Council/Supreme Labour Market Council created by social partners, representatives of non-governmental organizations, the worlds of science.  
• Appointment of a team covering representatives of social partners as well as youth organisations that will participate in the works on developing principles of the central competition.  
• Liaison with BGK with regard to funding loans for youth |
| Ministry of Infrastructure and Development                    | Public institution| National             | – manages funds under Youth Employment Initiative  
   – complies with the principles of proper expenditure of funds allocated for implementation of Youth Guarantee coming from the European Social Fund (ESF),  
   – programmes types of support for people from the NEET 15-24 years old category in agreement with the Minister of Labour and Social Policy,  
   – conducts reporting concerning the use of funds for the Youth Employment Initiative. | Members of the Monitoring Committee of PO WER will be representatives of non-governmental organisations, of social and economic partners, as well as of youth organisations. It will ensure them a real impact on the scope of support granted from the funds of the European Social Fund and the Youth Employment Initiative. In addition, it is planned that under PO WER support will be executed to create partnerships and implement their activities for improvement in the situation of young people on the labour market. |
<p>| KG OHP                                                        | State budget unit | National             | Voluntary Labour Corps (OHP) are a state unit specialised in activities for the benefit of youth, in particular threatened by social exclusion and unemployed up to 25 years old. OHP perform tasks of the state with regard to employment as well as countering social marginalisation and social exclusion of youth as well as in terms of their education and nurture. | The centralised structure of OHP, having nearly 1000 organisational units, will provide effective and efficient coordination of actions implemented within the Youth Guarantee. Achieving this goal will be also fostered by partner cooperation with many institutions and organisations operating in local communities (local government, social aid centres, schools, |</p>
<table>
<thead>
<tr>
<th>Institution</th>
<th>Type</th>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>KG OHP</td>
<td></td>
<td></td>
<td>KG OHP will manage the whole of actions related to implementation the Youth Guarantee in Poland by OHP. KG OHP coordinates and supervises regional units. It will develop actions for the benefit of professional stimulation of youth from the so-called NEETs, under Youth Guarantee.</td>
</tr>
<tr>
<td>BGK</td>
<td>Bank</td>
<td>National</td>
<td>It has the funds for supporting launch of business under the Youth Guarantee by using conclusions of &quot;First business - Start-up support&quot; pilot programme, consisting in granting loans by Bank Gospodarstwa Krajowego to unemployed youth to launch of business.</td>
</tr>
</tbody>
</table>
| WUP | Local government unit (regional level) | Regional | – in addition to the exercised labour market policy for youth, they will manage within their areas the implementation of the Youth Guarantee, 
– determine priorities and goals of programmes within the Youth Guarantee, according to needs of regional labour markets, 
– will accept and examine applications from the implementers of particular projects under the Youth Guarantee, 
– will use the EURES system for successful implementation of the Youth Guarantee, 
– will prepare and carry out regional competition. | Voivodship labour offices being organisational units of local governments of voivodships, inter alia, programme, perform, coordinate programmes project, actions for the benefit of the labour market that are funded e.g., from the Labour Fund, ESF. They cooperate, inter alia, both with the minister competent for labour issues as well as poviat labour offices within a voivodship. WUP will prepare in partnership rules for organisation of competition on a regional level. |
| Voivodship Headquarters of OHP | Public institutions | Regional | Voivodship headquarters of OHP will coordinate implementation of projects under the Youth Guarantee in subordinate units within areas relevant for voivodships, in accordance with guidelines of KG OHP. | Cooperation experience with many institutions and organisations operating in regional and local community (local government, social aid centres, schools, psychological and pedagogical counseling services, non-governmental organisations etc.) as well as with employers and their associations. |
| PUP | A local government unit (local level) | Local | Performing actions for the benefit of professional stimulation of youth which are implemented pursuant to the Act on employment promotion and institutions on the labour market by the offer under the Youth Guarantee | Statutory cooperation between poviat labour offices and employers, employment agencies, social aid. |
| OHP units providing services: job counseling, consultancy related to professional and | Public institutions | Local | Actions addressed directly to youth will be organised by personnel hired in local organisational units of OHP (e.g. in youth career centres, mobile centres of professional information, professional training centres, labour offices centres, education and bringing up centres, selected care and parent units). | The experience in cooperation of Voluntary Labour Corps units with local entities which play a particular role in the recruitment process of beneficiaries on local levels. Additionally in the context of implementation of the Youth Guarantee, it is necessary to replace recently concluded agreements with Voluntary Fire Services of the Republic of Poland and with the Rural Youth Union, whose goals are to obtain greater effectiveness in reaching rural youth in particularly |
professional information, vocational training, services related to education and nurture.

difficult situation. The contents of these agreements translate into particular actions on the regional and local levels, where, with the participation of local governments, programmes are created and tasks are carried out together - including assistance in recruitment, reaching people who need support the most.

Selected entities by way of competition, having legal personality.

<table>
<thead>
<tr>
<th>Selected Entities</th>
<th>National, Regional, Local</th>
<th>Each entity selected in the competition as a leader of the project (leading role) will initiate and implemented projects supporting unemployed youth under 25 in returning or entering the labour market.</th>
<th>Benefiting from potential of the partnership (experience of various institutions, broader range of impact and greater possibilities than in case of single entities) will provide an increase in chances of succeeding in the competition on implementation of specific projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-public institutions, and Employment Agencies, Non-governmental organisations, Social economy entities, Training institutions, Social dialogue institutions, Employer organisations Craft chambers Universities, Academic career centres, Business environment institutions, Agricultural consulting centres.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Supreme Employment Council/Supreme Labour Market Council

<table>
<thead>
<tr>
<th>Supreme Employment Council/Supreme Labour Market Council</th>
<th>National</th>
<th>Expressing opinions, reporting proposed solutions.</th>
<th>Cooperating with the team on preparing the central competition. Promoting activities within Youth Guarantee in their communities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Minister of Labour’s Advisory Members</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Voivodship Employment Councils/ Voivodship

<table>
<thead>
<tr>
<th>Voivodship Employment Councils/ Voivodship</th>
<th>Regional</th>
<th>Expressing opinions, reporting proposed solutions.</th>
<th>Cooperating with employment agencies with regard to development of the regional competition. Promoting activities within Youth Guarantee in their communities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisory Members</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Table 2: Key reforms and initiatives to provide early intervention and stimulation.

<table>
<thead>
<tr>
<th>Name of the reform/initiative</th>
<th>Main goals</th>
<th>Target group, including number of concerned people (if available)</th>
<th>Scope</th>
<th>Name and role of organisation at leading and cooperating partners</th>
<th>Implementation schedule</th>
<th>Implementation cost, if applies to the Source of funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned reforms</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 1) amendment of the Act on the Promotion of Employment and Labour Market Institutions of 20 April 2004 | - Shortening the period for granting support for an unemployed person under 25 years old from 6 months to 4 months.  
- Building legal framework for implementation of, inter alia, the Youth Guarantee. | Unemployed persons under 25 years old (besides improvement in support for all unemployed). | National | The Minister of Labour and Social Policy | 2nd quarter 2014 the date the amended act becomes effective. |                                                     |
| Planned initiatives           | Activation offer within 4 months | Youth in the age of 18-25 registered in labour agencies | Local | Poviat employment agencies | Since the beginning of 2014 | FP PO WER, including the Initiative |

18 In English and original name (in national language).  
19 Please ensure that the objectives meet the established "SMART" criteria, i.e. that they are Specific, Measureable, Achievable, Relevant and Timebound. Developing SMART targets will help to establish the standards you can measure the performance by. The objectives should be linked to the "rationale"/needs identified in section 1.
<table>
<thead>
<tr>
<th></th>
<th>Conducting competition on the central level.</th>
<th>Selection of entities executing professional and social activation with the use of innovative and comprehensive approach or non-standard methods.</th>
<th>Youth in the age of 15-25, including those from the NEETs group, also not registered as unemployed in labour agencies.</th>
<th>National</th>
<th>The Minister of Labour and Social Policy as an institution mediating and announcing competition</th>
<th>1st half of 2015</th>
<th>PO WER Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>4)</td>
<td>Launching competition on the regional level.</td>
<td>Selection of entities executing professional and social activation of youth.</td>
<td>Youth in the age of 15-25, in particular registered in labour agencies as unemployed.</td>
<td>Regional</td>
<td>WUP</td>
<td>1st half of 2015</td>
<td>(PO WER, including the Initiative) FP</td>
</tr>
<tr>
<td>5)</td>
<td>Initiatives of the Volunteer Labour Troops, also within operations of Youth Electronic Activation Centre of OHP (ECAM): a) Social and vocational activation of youth from the NEET group in the age of 15-17 that neglect school obligation or educational obligations b) Vocational activation of youth in the age of 18-24 that remain unemployed, without vocational qualifications and occupational experience or having vocational qualifications which do not meet requirements of the labour market, with particular focus on those living in rural areas and smaller towns: - short-term interventions - in-depth interventions</td>
<td>a) Providing youth from the NEET group that neglect school obligation or educational obligation with support leading to undertaking learning, training or work under an agreement of employment in order to be professionally prepared and acquire elementary social competences. b) and c) Providing young adults from the NEET group with diverse support leading to employment, implemented in a necessary degree in cooperation with training institutions and employers, including actions guaranteeing, according to needs, acquisition or increase of skills/qualifications in a given profession or requalification connected with a work practice at an employer. A special support will be provided for young people from rural areas and smaller towns that do not have vocational qualifications or have completely inadequate vocational qualifications to meet the needs of the local labour market.</td>
<td>Youth in the age of 15-17 that neglect school responsibilities or educational responsibilities (do not continue education after graduating from gymnasium) and have problems with functioning on the labour market and becoming self-dependent; b) Youth in the age of 18-25 remaining unemployed whose financial and community restrictions, lack of vocational qualifications, too low vocational qualifications or vocational qualifications inadequate to the needs of the labour market and the lack of occupational experience and knowledge of effective methods of job-seeking make it difficult to acquiring skill ensuring entry to the labour market on one's own and guaranteeing a successful start in life (with particular focus on those living in rural areas).</td>
<td>Local</td>
<td>KG OHP KW OHP, Local organisational units of OHP</td>
<td>Since the beginning of 2014 r.</td>
<td>PO WER buget,including the Initiative</td>
</tr>
<tr>
<td>6)</td>
<td>Support for youth's resourcefulness by granting loans for launching business (BGK)</td>
<td>Providing access to low interest loans (granted on convenient conditions of repayment and protection) to launch business by young entrepreneurial persons entering the labour market</td>
<td>Youth in the age of 18-29</td>
<td>National</td>
<td>The Minister of Labour and Social Policy, the Ministry of Infrastructure and Development, BGK</td>
<td>2014</td>
<td>FP (PO WER)</td>
</tr>
</tbody>
</table>
Table 3: Key reforms AND initiatives to provide integration on the labour market.

<table>
<thead>
<tr>
<th>Name of the reform /initiative 20</th>
<th>Main goals21</th>
<th>Target group, including number of concerned persons (if available)</th>
<th>Scope</th>
<th>Name AND role of the Organisation at leading AND cooperating partners.</th>
<th>Implementation schedule.</th>
<th>Implementation cost, if applies.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned reforms</td>
<td></td>
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</tr>
<tr>
<td>1) Amendment of the Act on the</td>
<td>Increase in</td>
<td>Unemployed persons under 25 years old</td>
<td>National</td>
<td>The Minister of Labour and Social Policy</td>
<td>2nd quarter 2014</td>
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<tr>
<td>Promotion of Employment and Labour</td>
<td>activation</td>
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<tr>
<td>Market Institutions</td>
<td>offers</td>
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<tr>
<td></td>
<td>Increase in</td>
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<td>geographic</td>
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<td>mobility</td>
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<tr>
<td>Planned initiatives</td>
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<tr>
<td>2) Profiling assistance addressed</td>
<td>Increase in</td>
<td>Persons under 25 years old registered in a employment agency as</td>
<td>Regional,</td>
<td>The Minister of Labour and Social Policy, PUP</td>
<td>2nd quarter of 2014</td>
<td>FP</td>
</tr>
<tr>
<td>to unemployed depends on the type</td>
<td>effectiveness</td>
<td>unemployed or unemployed disabled job-seeking;</td>
<td>local</td>
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<tr>
<td>of unemployed person's needs</td>
<td>of assistance</td>
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<td>granted to</td>
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<td>customers of</td>
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<td>employment</td>
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<td>agencies</td>
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<td>aid forms</td>
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<tr>
<td>3) Implementation of activities</td>
<td>Increase in</td>
<td>Persons under 25 years old registered in a employment agency as</td>
<td>Regional,</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
<td>FP</td>
</tr>
<tr>
<td>focuses on unemployed under</td>
<td>effectiveness</td>
<td>unemployed or unemployed disabled job-seeking;</td>
<td>local</td>
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<td>separate services of the labour</td>
<td>of assistance</td>
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<td>market by individual customer</td>
<td>granted to</td>
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<tr>
<td>advisors</td>
<td>customers of</td>
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<td>employment</td>
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<td>agencies</td>
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<tr>
<td>4) Ordering external entities to</td>
<td>Increase in</td>
<td>Persons under 25 years old registered in a employment agency as</td>
<td>Regional,</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
<td>FP</td>
</tr>
<tr>
<td>serve unemployed classified as</td>
<td>effectiveness</td>
<td>unemployed or unemployed disabled job-seeking;</td>
<td>local</td>
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<tr>
<td>distant from the labour market</td>
<td>of assistance</td>
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<td>granted to</td>
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<td>customers of</td>
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<td>agencies</td>
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</tbody>
</table>

20 In English and original name (in national language).
21 Please ensure that the objectives meet the established "SMART" criteria. The objectives should be linked to the "rationale"/needs identified in section 1.
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Eligibility</th>
<th>Location</th>
<th>Funding</th>
<th>Quarter</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>5)</td>
<td>Training voucher</td>
<td>Activating youth by upgrading conditions of qualification improvement (e.g., covering course, transport and accommodation costs).</td>
<td>Persons under 25 years old registered in an employment agency as unemployed or unemployed disabled job-seekers.</td>
<td>Regional, local</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>6)</td>
<td>Work practice voucher</td>
<td>Increase in job-seeking activity</td>
<td>Persons under 25 years old registered in an employment agency as unemployed</td>
<td>Regional, local</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>7)</td>
<td>Employment voucher</td>
<td>Providing a professional start to graduate of an institution of higher education.</td>
<td>Graduates of schools of higher education under 27 years old registered in an employment agency as unemployed or unemployed disabled job-seekers.</td>
<td>Regional, local</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>8)</td>
<td>Settlement voucher</td>
<td>Supporting geographic mobility within the country.</td>
<td>Unemployed persons under 25 undertaking their first job.</td>
<td>Regional, local</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>9)</td>
<td>Combining family life with professional activity</td>
<td>Supporting job creation and unemployed youth becoming employed once again.</td>
<td>Unemployed persons under 25 years old, returning to the job market after a break related to bringing up a child</td>
<td>Regional, local</td>
<td>WUP, PUP</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>10)</td>
<td>Loan to start business</td>
<td>Vocational activation involving loans under &quot;First business - Start-up support&quot; programme.</td>
<td>Job-seeking graduates of schools within 48 months after receipt of a diploma, unemployed students of the final year of university studies.</td>
<td>National, regional, local</td>
<td>PUP, BGK</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>11)</td>
<td>Reimbursement costs incurred by an employer during the period of 6 months related to social security premiums for the unemployed delegated to work.</td>
<td>Motivating the demand side of the labour market to hire</td>
<td>Concerning unemployed youth under 25 years old who take work for the first time.</td>
<td>Local</td>
<td>PUP</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>12)</td>
<td>Trilateral training agreements.</td>
<td>Reduction in disproportion between supply and demand with regard to qualifying unemployed youth by matching a training offer with employers' needs.</td>
<td>Unemployed persons under 25 years old</td>
<td>Local</td>
<td>Starost, employer, training institution.</td>
<td>2nd quarter of 2014</td>
</tr>
<tr>
<td>Years:</td>
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<td>2014-2020</td>
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</tr>
</tbody>
</table>

**Social and vocational activation of youth from the NEETs group threatened by unemployment and social exclusion.**

<table>
<thead>
<tr>
<th>a)</th>
<th>Supporting youth in the age of 15-17 that prematurely leave school education in resigning it by:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>trainings,</td>
</tr>
<tr>
<td></td>
<td>consulting and additional didactic support (encouraging youth to continue education or resume it),</td>
</tr>
<tr>
<td></td>
<td>assistance for youth from risk groups in acquiring relevant qualifications,</td>
</tr>
<tr>
<td></td>
<td>language trainings, digital skills trainings</td>
</tr>
<tr>
<td></td>
<td>education at a workplace and training preparing for a profession</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b)</th>
<th>Supporting young adults in taking jobs, inter alia, by:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>requalification or improving courses with professional traineeships and an opportunity to hire an intern by an employer,</td>
</tr>
<tr>
<td></td>
<td>professional trainings along with a practical profession education module,</td>
</tr>
<tr>
<td></td>
<td>group and individual professional consultancy</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Youth in the age of 15 – 17 from inefficient communities in terms of nurture, dysfunctional families, threatened by social exclusion, and requiring educational support as well as apprenticeship.</th>
<th>Youth in the age of 18–24 that have no vocational qualifications, are professionally and socially passive, threatened by social exclusion and marginalisation, with vocational qualifications which do not meet the requirements of the labour market.</th>
<th>National, regional and local.</th>
</tr>
</thead>
<tbody>
<tr>
<td>KG OHP</td>
<td>National, regional and local.</td>
<td>KW OHP</td>
</tr>
<tr>
<td>PUP</td>
<td>National, regional and local.</td>
<td>PUP</td>
</tr>
<tr>
<td>Employers</td>
<td>National, regional and local.</td>
<td>Employers</td>
</tr>
<tr>
<td>Local organisational units of OHP (e.g. youth career centres, mobile professional information centres, professional training centres, employment agency points, education and nurture centres, selected care and nurture units)</td>
<td>Local organisational units of OHP (e.g. youth career centres, mobile professional information centres, professional training centres, employment agency points, education and nurture centres, selected care and nurture units)</td>
<td>Local organisational units of OHP (e.g. youth career centres, mobile professional information centres, professional training centres, employment agency points, education and nurture centres, selected care and nurture units)</td>
</tr>
</tbody>
</table>

| Budget, including the Initiative |
|------------------|------------------|------------------|
| PO WER |

68
Table 4: Estimated plan of funding the implementation *Youth Guarantee* in Poland.

<table>
<thead>
<tr>
<th>Actions</th>
<th>Total engaged funds (3 + 5 + 6 + 7 + 8 + 9 + 10)</th>
<th>The Labour Fund</th>
<th>From col 3 of ESF (POWER)</th>
<th>The Labour Fund ordering activation to employment agencies</th>
<th>OHP budget funds allocated for implementation of Guarantee*</th>
<th>Funds under PO WER at the disposal of OHP</th>
<th>Budget - central competition **(POWER)</th>
<th>Budget - regional competition (POWER)</th>
<th>Loans from BGK (FP and state funds + ESF) *</th>
<th>From col. 10 ESF (POWER)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>(3 + 5 + 6 + 7 + 8 + 9 + 10)</strong>*</td>
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<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
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<tr>
<td>Overall</td>
<td>13 815 200 000</td>
<td>11 940 480 000</td>
<td>5 356 000 000</td>
<td>120 000 000</td>
<td>24 640 000</td>
<td>400 080 000</td>
<td>10 000 000</td>
<td>760 000 000</td>
<td>470 000 000</td>
<td>200 000 000</td>
</tr>
<tr>
<td>2014</td>
<td>1 098 384 691</td>
<td>1 000 000 000</td>
<td>0</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>20 304 671</td>
<td></td>
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<tr>
<td>2015</td>
<td>2 078 956 229</td>
<td>1 604 759 000</td>
<td>824 000 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>96 117 229</td>
<td>100 000 000</td>
<td>200 000 000</td>
<td>60 000 000</td>
<td>30 000 000</td>
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<tr>
<td>2016</td>
<td>1 894 318 000</td>
<td>1 644 878 000</td>
<td>824 000 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>51 360 000</td>
<td></td>
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<td>120 000 000</td>
<td>60 000 000</td>
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<tr>
<td>2017</td>
<td>1 703 527 000</td>
<td>1 466 087 000</td>
<td>772 500 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>53 760 000</td>
<td></td>
<td></td>
<td>105 600 000</td>
<td>60 000 000</td>
</tr>
<tr>
<td>2018</td>
<td>1 732 313 000</td>
<td>1 501 273 000</td>
<td>772 500 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>56 160 000</td>
<td></td>
<td></td>
<td>96 800 000</td>
<td>60 000 000</td>
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<tr>
<td>2019</td>
<td>1 761 943 000</td>
<td>1 537 303 000</td>
<td>721 000 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>58 560 000</td>
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<td>88 000 000</td>
<td>60 000 000</td>
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<tr>
<td>2020</td>
<td>1 792 119 000</td>
<td>1 574 199 000</td>
<td>721 000 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>60 640 000</td>
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<td>79 200 000</td>
<td>60 000 000</td>
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<tr>
<td>2021</td>
<td>1 753 639 100</td>
<td>1 611 981 000</td>
<td>721 000 000</td>
<td>15 000 000</td>
<td>3 080 000</td>
<td>3 178 100</td>
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<td>70 400 000</td>
<td>50 000 000</td>
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</table>

**Amount of funds in PLN**

**Average cost of activation in PLN**

|         | **(3 + 5 + 6 + 7 + 8 + 9 + 10)*** |                  |                           |                                                         |                                                         |                                        |                                      |                                      |                                          |                               |
|---------|--------------------------------|------------------|---------------------------|                                                         |                                                         |                                        |                                      |                                      |                                          |                               |
| 2014    | x                              | 6 548            | 0                         | 11 000                                                 | 44                                                      | 14 576                                 | 70 000                                |                                      |                                      |                               |
| 2015    | x                              | 6 711            | 6 711                      | 11 000                                                 | 44                                                      | 15 739                                 | 7 000                                 | 7 000                                 | 70 000                                   | 70 000                         |
| 2016    | x                              | 6 879            | 6 879                      | 11 000                                                 | 44                                                      | 14 550                                 | 7 000                                 | 7 000                                 | 70 000                                   | 70 000                         |
| 2017    | x                              | 7 051            | 7 051                      | 11 000                                                 | 44                                                      | 14 549                                 | 7 000                                 | 7 000                                 | 70 000                                   | 70 000                         |
In order to estimate the number of participants, assumptions related to indirect costs were used: in pillar 8 and 9 – 25% of allocation, in pillar 11 – 9% of allocation.

* In the context of the information included in chapter 3.2 from which it appears that actions for the benefit of youth performed by OHP within the statutory activity will require an average annual involvement of budget funds in the amount of PLN 75 million, it should be noted that the amounts provided in the above table do not include care and reformative operations of OHP. In terms of services of the labour market, they include only cost related to services provided for youth from the NEET group which constitute approx. 10% of the total number of youth benefiting from the support provided by OHP units in this respect.

** The specified amounts refer to the commitment of allocations, while expenses will be incurred until the end of the programming period.

*** Funds have been approximately assigned to particular years of the programme implementation, while their actual amount will be higher since a part of the loan capital will be successively paid back and thereby increasing the remaining available amount. It is assumed that it will guarantee activation of participants in accordance with the values adopted in the table.

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<td></td>
<td>2367 353</td>
<td>1670 588</td>
<td>723 174</td>
<td>10 909</td>
<td>560 000</td>
<td>27 000</td>
<td>10 714</td>
<td>81 429</td>
</tr>
<tr>
<td>Participants</td>
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<tr>
<td>2014</td>
<td>226 332</td>
<td>152 718</td>
<td>0</td>
<td>1364</td>
<td>70 000</td>
<td>1393</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>340 192</td>
<td>239 117</td>
<td>119 204</td>
<td>1364</td>
<td>70 000</td>
<td>6 107</td>
<td>1318</td>
<td></td>
</tr>
<tr>
<td>2016</td>
<td>329 118</td>
<td>239 117</td>
<td>116 296</td>
<td>1364</td>
<td>70 000</td>
<td>3 530</td>
<td>1393</td>
<td>12 857</td>
</tr>
<tr>
<td>2017</td>
<td>296 625</td>
<td>207 927</td>
<td>106 368</td>
<td>1364</td>
<td>70 000</td>
<td>3 695</td>
<td>1468</td>
<td>11 314</td>
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<td>2018</td>
<td>295 911</td>
<td>207 927</td>
<td>103 876</td>
<td>1364</td>
<td>70 000</td>
<td>3 860</td>
<td>1532</td>
<td>10 371</td>
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<td>2019</td>
<td>295 198</td>
<td>207 927</td>
<td>94 678</td>
<td>1364</td>
<td>70 000</td>
<td>4 025</td>
<td>1596</td>
<td>9 429</td>
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<tr>
<td>2020</td>
<td>294 475</td>
<td>207 927</td>
<td>92 459</td>
<td>1364</td>
<td>70 000</td>
<td>4 170</td>
<td>1671</td>
<td>8 486</td>
</tr>
<tr>
<td>2021</td>
<td>289 505</td>
<td>207 927</td>
<td>90 292</td>
<td>1364</td>
<td>70 000</td>
<td>220</td>
<td>1736</td>
<td>7 543</td>
</tr>
</tbody>
</table>

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| 6 826 080 000 | - | 5 356 000 000 | - | - | 400 080 000 | 100 000 000 | 760 000 000 | - | 200 000 000 |
Table 5: A detailed list of activities under the implementation of the Youth Guarantee in Poland taking allocated funds and the assumed number of participants into account.

<table>
<thead>
<tr>
<th>Activities</th>
<th>Implementing entity</th>
<th>Entities authorised to participate</th>
<th>Support direction</th>
<th>Purpose - implementation of the guarantee</th>
<th>Funding source</th>
<th>Territorial range</th>
<th>The amount of funds in PLN</th>
<th>Average cost of activation in PLN</th>
<th>Target group</th>
<th>Number of participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Competition</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>1. Competition on innovative actions at the central level</td>
<td>The Minister of Labour and Social Policy</td>
<td>dealing with issues related to education and vocational activation of youth</td>
<td>innovative actions to support youth</td>
<td>developing a catalogue of good practices</td>
<td>POWER - ESF</td>
<td>the whole country</td>
<td>100 000 000,00</td>
<td>7 000</td>
<td>NEETs 15-24 years old</td>
<td>10 714</td>
</tr>
<tr>
<td>2. Competition at the regional level</td>
<td>WUP</td>
<td>dealing with issues related to education and vocational activation of youth</td>
<td>actions to support youth on regional labour markets</td>
<td>providing youth with individual and comprehensive support</td>
<td>POWER - ESF</td>
<td>the whole country</td>
<td>760 000 000,00</td>
<td>7 000</td>
<td>NEETs 15-24 years old</td>
<td>81 429</td>
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<tr>
<td>II Labour market measures - educational</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>1. Training</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of professional and general competences</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>800 000 000,00</td>
<td>3 000,00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
<td>266 668</td>
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<tr>
<td></td>
<td>Work practice</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of practical skills and occupational experience</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>5 000 000 000,00</td>
<td>7 000.00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<tr>
<td>3</td>
<td>Apprenticeship of adults</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of qualifications or skills and occupational experience</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>30 000 000,00</td>
<td>17 000.00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<tr>
<td>4</td>
<td>Subsidising costs of examinations and costs of obtaining a license</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>obtaining rights, licences, qualifications or other certificates confirming acquisition of competences</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>100 000 000,00</td>
<td>3 000.00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
</tr>
<tr>
<td>5</td>
<td>Training loans</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of professional and general competences</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>90 000 000,00</td>
<td>3 000.00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
</tr>
<tr>
<td>6</td>
<td>Subsidising postgraduate studies</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of professional and general competences</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>50 000 000,00</td>
<td>3 068.00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<tr>
<td>7.</td>
<td>Scholarship for pursuing continued education</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of qualifications</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>70 000 000,00</td>
<td>5 000.00</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<td></td>
<td>Labour market measures - subsidising employment</td>
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</tr>
<tr>
<td>1.</td>
<td>Intervention works</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>700 000 000,00</td>
<td>5 900</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<tr>
<td>2.</td>
<td>Public works</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP</td>
<td>the whole country</td>
<td>700 000 000,00</td>
<td>7 000</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<tr>
<td></td>
<td>Subsidies for starting business</td>
<td>PUP</td>
<td>x</td>
<td>pursuant to the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>2 550 480 000,00</td>
<td>18 500</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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<td></td>
<td>New measures suggested in the draft amendment of the Act on the Promotion of Employment and Labour Market Institutions and other acts</td>
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</tr>
<tr>
<td>1.</td>
<td>Training voucher</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of professional and general competences</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>75 000 000,00</td>
<td>4 000</td>
<td>the unemployed under 25 years old. registered in PUP</td>
</tr>
<tr>
<td></td>
<td>Work practice voucher</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Acquisition of practical skills in carrying out work and occupational experience</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>150 000 000,00</td>
<td>9 000</td>
<td>the unemployed under 25 years old. registered in PUP</td>
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</tr>
<tr>
<td>3.</td>
<td>Employment voucher</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>75 000 000,00</td>
<td>13 000</td>
<td>the unemployed under 25 years old. registered in PUP</td>
</tr>
<tr>
<td>4.</td>
<td>Settlement voucher</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>100 000 000,00</td>
<td>6 000</td>
<td>the unemployed under 25 years old. registered in PUP</td>
</tr>
<tr>
<td>5.</td>
<td>Trilateral training agreements</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>acquisition of professional competences and taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>100 000 000,00</td>
<td>3 000</td>
<td>the unemployed under 25 years old. long-term unemployed persons registered in PUP</td>
</tr>
<tr>
<td>6.</td>
<td>Teleworking grant</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>580 000 000,00</td>
<td>11 500</td>
<td>the unemployed under 25 years old. long-term unemployed persons registered in PUP</td>
</tr>
<tr>
<td>7.</td>
<td>Activation service</td>
<td>PUP</td>
<td>x</td>
<td>In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions</td>
<td>Taking up work</td>
<td>FP/ESF</td>
<td>the whole country</td>
<td>580 000 000,00</td>
<td>9 000</td>
<td>the unemployed under 25 years old. long-term unemployed persons registered in PUP</td>
</tr>
</tbody>
</table>
### Reimbursement of social insurance premiums

| 8. | **Reimbursement of social insurance premiums** | PUP | x | In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions | Taking up work | FP/ESF | the whole country | 190 000 000,00 | 6 000 | the unemployed under 25 years old. registered in PUP | 31 667 |

### Ordering external entities to carry out activation activities

| 9. | **Ordering external entities to carry out activation activities** | WUP | Employment Agencies | In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions | Taking up work | FP/ESF | the whole country | 120 000 000,00 | 11 000 | the unemployed under 25 years old. long-term unemployed persons registered in PUP | 10 909 |

### Loan for starting business

| 10. | **Loan for starting business** | BGK | x | In accordance with the amendment of the Act on the Promotion of Employment and Labour Market Institutions | Taking up work | FP/ESF | the whole country | 470 000 000,00 | 70 000 | Job-seeking school and university graduates within 48 months from receipt of a diploma, Unemployed persons registered in PUP, students of the final year | 6 713 |

### Supporting youth threatened by social exclusion

<p>| 1. | <strong>Social and vocational activation of persons neglecting school responsibilities or education responsibilities</strong> | OHP | x | diagnosis of participant’s knowledge, skills and potential in terms of selection of relevant forms of support, trainings, courses, etc. | undertaking education, training or acquisition of vocational qualifications | OHP/ESF budget | the whole country | 65 799 750,00 | 12 185 | NEET 15-17 | 5 400 |</p>
<table>
<thead>
<tr>
<th></th>
<th>Supporting employment and preventing unemployment among youth</th>
<th>OHP</th>
<th>x</th>
<th>job placement, counselling and professional information, active job-seeking courses etc.</th>
<th>acquisition of employment, shaping individual professional career; acquisition of skills related to being active on the labour market</th>
<th>OHP/ESF budget</th>
<th>the whole country</th>
<th>334 280 250,00</th>
<th>15 476</th>
<th>youth in the age of 18-24 remaining without jobs, vocational qualifications and experience, or having qualifications that do not meet the requirements of the labour market with particular focus on persons living in rural areas and smaller towns</th>
<th>21 600</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Establishing a broader cooperation with Academic Career Centres</td>
<td>CiiPKZ (Information and Professional Career Planning Centre)</td>
<td>ABK (Academic Career Centre)</td>
<td>co-operation in terms of preparing, updating and disseminating professional information of local and regional reach</td>
<td>Supporting youth in entering the labour market</td>
<td>self-governments/FP budget</td>
<td>the whole country</td>
<td>x</td>
<td>x</td>
<td>university students and graduates</td>
<td>x</td>
</tr>
</tbody>
</table>

VII Other supporting actions
<table>
<thead>
<tr>
<th></th>
<th>Establishing and operating a national traineeship and work practice base</th>
<th>MPiPS (software), OHP (maintaining)</th>
<th>x</th>
<th>dissemination of information addressed to youth by using different forms of communication, including a helpline and websites operated by the Minister of Labour and Social Policy or OHP</th>
<th>provide access to information about opportunities to serve an traineeship or work practice</th>
<th>FP/ESF</th>
<th>the whole country</th>
<th>x</th>
<th>x</th>
<th>persons interested</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Operating internet websites</td>
<td>MPiPS, OHP</td>
<td>x</td>
<td>access to information for the interested ones</td>
<td>dissemination of information</td>
<td></td>
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<tr>
<td></td>
<td>Organising job fairs</td>
<td>WUP, PUP, OHP Other entities</td>
<td>employer</td>
<td>access to information the labour market</td>
<td>providing access to information</td>
<td>FP/budget</td>
<td>the whole country</td>
<td>x</td>
<td>x</td>
<td>persons interested</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Modernisation of the vocational and continued education system</td>
<td>MEN (the Ministry of Education)</td>
<td>x</td>
<td>focus on cooperation with partners and practical education</td>
<td>improvement in the quality of professional education and its better adjustment to the needs of the labour market</td>
<td>budget</td>
<td>the whole country</td>
<td>x</td>
<td>x</td>
<td>students</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>Activity</td>
<td>Department</td>
<td>Budget</td>
<td>Target Audience</td>
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<tr>
<td>6.</td>
<td>Monitoring university graduates' professional careers</td>
<td>The Ministry of Science and Higher Education</td>
<td>x</td>
<td>x</td>
<td>pupils, students, graduates, universities, decision-makers</td>
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