Partner Identification Form (PIF)

BanskoLab Foundation | Version v4.1 | 2026-02-04

Field	Value
OID	E10308541
EIK/UIC	207128442
Registered seat	Bansko, Bulgaria
Legal name (BG)	„Бансколаб" Фондация
Legal name (EN)	"BanskoLab" Foundation
Legal form	Foundation (non-profit)
Registered	2022-10-20
Registered address (legal)	Bulgaria, 2770 Bansko, Kv. Stariya grad, Pirin St 1
Operational footprint	Bansko region (Blagoevgrad Province): Bansko, Razlog, Belitsa area, Chereshovo, and Ortsevo.
Website	banskolab.com
Email	info@banskolab.com
Phone/WhatsApp	+359 87 634 2540
Legal representative	Jose Antonio Fiallo Leon (Founder)
Safeguarding lead	Jose Fiallo Leon	jose@banskolab.com	+359 876342540
Working languages	Bulgarian, English, Dutch, Spanish
Last updated	2026-02-04

Positioning

BanskoLab designs and hosts rural youth learning programmes that include supervised field delivery. We combine non-formal learning with practical community work that produces measurable outputs and reusable documentation.

Expertise

- Design and delivery of non-formal learning: youth participation, facilitation, reflection, and evaluation.
- Rural field delivery: supervised tasks with clear outputs (mapping, signage basics, maintenance, community clean-ups).
- Community coordination: stakeholder mapping, local partner alignment, and volunteer coordination.
- Operational systems: documentation workflows for evidence, reporting support, and replication toolkits.

What we offer as a host or co-delivery partner

- Local programme design and hosting: venue coordination, schedule, facilitation plan.
- Field delivery design: tasks, supervision model, safety controls, outputs definition.
- Evidence pack: daily activity logs, outputs archive, consent-managed media, evaluation summary, dissemination pack.
- Partner coordination: stakeholder contacts, local permissions where applicable, on-site operations.

Partner fit checklist

- Action types: Youth Exchange (KA152-YOU), Training Course (KA153-YOU), ESC volunteering, partner-led rural learning programmes.
- Roles: sending partners lead recruitment and participant preparation; hosting partner prepares local programme and logistics.
- Group leader requirement: defined per project scope and safeguarding needs.
- Reporting: partners keep responsibility for national agency reporting; BanskoLab delivers the evidence pack for hosted activities.

Safeguarding and risk management

- Safeguarding lead: Jose Fiallo Leon (jose@banskolab.com, +359 876342540).
- Safeguarding and code of conduct: published via website transparency PDFs.
- Consent and media: written consent process, participant briefing, opt-out handling, consent log maintained.
- Incident process: escalation chain, documentation, and partner notification rules agreed before delivery.
- Field safety: task-specific risk assessment, PPE where needed, tool briefing, supervised activities only.
- Medical: first aid kit, designated first aider(s), nearest medical point identified in advance, emergency plan and transport plan.

Delivery capacity (baseline)

Capacity item	Baseline
Typical group size hosted	20 to 35 participants (youth mobility), depending on venue and staffing.
Supervision approach for minors	Set per activity risk assessment. Two-adult rule where feasible; group leaders required as per project design.
Fieldwork scope	Low-risk supervised tasks only. Tool use only after briefing and with supervision.
Evidence pack delivery	Daily logs, outputs archive, consent-managed media, evaluation summary, dissemination pack.

Theory of change (summary)

Problem: rural areas face outmigration, low opportunity, and weak local initiative. Method: non-formal learning plus supervised field action that produces visible local improvements and practical skills. Outputs: participants build skills, co-create micro-projects, and produce reusable materials. Outcomes (3 to 12 months): increased local initiative, improved employability skills, and a repeatable model that a community can run again with less external support.

Monitoring and evaluation

- Pre and post learning checks linked to learning outcomes.
- Daily reflection prompts and facilitator notes.
- Outputs verification checklist: what was produced, where stored, who validated.
- Optional follow-up prompt at 1 to 3 months (partner-dependent).

Admin and compliance readiness

- Finance: receipt collection, procurement trail, structured archiving.
- Data protection: minimum necessary participant data, access control, retention schedule per Privacy Policy.
- Policies: safeguarding, risk plan, privacy and cookies, and financial policy published as PDFs.
- Working languages: Bulgarian, English, Dutch, Spanish.

Scope control

- Primary themes: rural youth learning, community delivery, safeguarding, evidence and dissemination.
- Secondary theme: digital documentation systems as enablers of delivery and reporting.
- No tourism framing: field sites are learning environments used for programme delivery.