

SPECIFIC PROGRAMME "FUNDAMENTAL RIGHTS AND CITIZENSHIP"(2007-2013)

CALL FOR PROPOSALS JUST/2011-2012/FRC/AG

Specific Transnational projects

1. INTRODUCTION

On 19 April 2007, the Council adopted Decision No 2007/252/EC¹ establishing the Specific Programme "Fundamental Rights and Citizenship" (FRC) for the period 2007-2013 as part of the General Programme 'Fundamental Rights and Justice', promoting the development of a European society based upon respect for fundamental rights, fighting against racism, xenophobia and anti-Semitism and promoting better interfaith and intercultural understanding and improved tolerance in the EU.

2. ESSENCE OF THE CALL

This call for proposals for action grants aims to select projects to be co-funded that fall under the objectives of the FRC Programme² and the priorities of this call. All proposals will be judged solely against the criteria set out in this call for proposals.

The selected projects must enable progress to be made in attaining at least one of the priorities outlined in this call.

Projects require a minimum partnership of 2 organisations from 2 different Member States and cannot have an initial duration exceeding 24 months. They should not be planned to start until after the notification of an award (an indicative estimate being at least 4 (four) months after the deadline of the call). Projects that have already started or are completed before the deadline for submission of the proposals will not be eligible for funding.

Only projects, which do not aim to generate a profit, will be eligible for funding.

EU funding cannot constitute more than of 80% of overall eligible project cost and requested amount under this call cannot be less than EUR 75.000.

Applicants must comply with the conditions set out in the call and follow the instructions stipulated in the Guide for Applicants published with this call constituting an integral part of the conditions of the call.

The **deadline** for submitting proposals via the PRIAMOS on-line application is

13 March 2012, 12:00 CET.

3. SPECIFICITIES OF THIS CALL

The call for proposals is based on the FRC annual work programmes for 2011 and 2012³ and combines the priorities as well as the resources available for both years. The available funding consist of an indicative amount of **EUR 20 975 000**⁴.

¹ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2007:110:0033:0039:EN:PDF>

² Art. 2 and Art. 3, Council Decision No 2007/252/JHA

³ http://ec.europa.eu/justice/fundamental-rights/programme/action-grants-fr/index_en.htm

⁴ Final amount is subject to the budgetary allocations to the Programme for 2012 by the budgetary authority.

4. CALL PRIORITIES

Overall priority will be given to large-scale projects built on a wide partnership involving organisations from a significant number of Member States and offering a true European scope and relevance. Actions that duplicate activities of EU bodies, in particular activities of Fundamental Rights Agency, or the international organisations competent in the field of fundamental rights, such as the Council of Europe will not be retained. The Commission seeks to fund the projects in the following priorities:

FUNDAMENTAL RIGHTS

4.1 Informing on where the EU Charter of Fundamental Rights applies and where to turn to if fundamental rights are violated (CFR)

In order to strengthen a shared culture of fundamental rights within the European Union and the effective enforcement of the Charter of Fundamental Rights of the EU, the Commission seeks to promote information and training activities to improve the knowledge and understanding of the scope and application of the Charter. The Commission under this priority will favour projects contributing to better inform and direct individuals who believe their fundamental rights have been violated towards the appropriate authorities. To avoid duplication with work underway⁵, projects that aim mainly at creation of new websites will not be retained.

4.2 Promoting the Rights of the Child (RoC)

Under this priority, the Commission wishes to support activities that implement best practices and tools for professionals working with and for children in communicating with children in a way adapted to their age and stages of development, as well as with children in situations of particular vulnerability taking account of existing standards and progress already made in this area, including by international organisations⁶.

Moreover, the Commission under this priority will also support activities designed to identify and develop effective approaches to involve children in matters that concern them with the aim to empower children and to enhance their meaningful participation at local, regional and national levels as well as actions aimed at better protecting children involved in the justice system (criminal, civil or administrative). For the latter, project scope could cover: access to justice, legal representation and assistance, participation⁷, protection in judicial proceedings, privacy, mediation, detention, and training for the judiciary and other professionals⁸ dealing with children.

4.3 Combating racism, xenophobia and antisemitism (RXAS)

In order to implement the European Union policy against racism, xenophobia and related forms of intolerance such as antisemitism, Islamophobia and anti-Roma racism, the Commission seeks to fund actions which aim to foster mutual understanding, counter traditional and new stereotypes which are at the roots of intolerant attitudes and behaviour and

⁵ EU and Member States pages explaining who to turn to in cases of violation of fundamental rights will be published on <https://e-justice.europa.eu/home.do> by spring 2012.

⁶ http://www.unicef.org/adolescence/cypguide/resourceguide_ethics.html

⁷ UN CRC General Comment No 12: <http://www2.ohchr.org/english/bodies/crc/comments.htm>

⁸ Taking account of material already developed by Unicef: <http://www.unodc.org/justice-child-victims/>; http://www.juvenilejusticepanel.org/resource/items/U/N/UNVictimsWitnessesGuidelines_EN.pdf; http://www.unicef.org/protection/files/UNODC_Handbook_on_Justice.pdf

prevent the divulgation of such stereotypes. Specifically, the support will be provided to activities which raise awareness on racism, xenophobia or related forms of intolerance, and establish preventive methods and practices. Moreover, the Commission seeks for the projects which aim to analyse the reasons and sources of racist or xenophobic hate speech and hate crime, including societal trends leading to such phenomena, to inform victims of racism or xenophobia on redress mechanisms, or to assist law enforcement and judicial authorities to improve redress and reporting mechanisms, methods and practices. Among these projects the ones which aim to develop cross-community approaches would be favoured.

4.4 Fighting Homophobia: Enhanced/improved understanding and tolerance (HMPB)

The Commission will support actions that emphasise the fundamental rights perspective in the fight against homophobia, in particular projects with focus on improvement of the redress and reporting mechanisms, methods, practices of hate speech and hate crimes.

4.5 Training and networking between legal professions and legal practitioners (TRAI)

In order to strengthen a shared culture of fundamental rights within the European Union, the Commission seeks to support training and awareness-raising activities aimed at improving the knowledge and understanding of legal, judicial and administrative authorities, legal professionals and practitioners of the principles laid down in the EU Charter of Fundamental Rights. In particular, the Commission seeks for the projects aiming at training of national authorities, in particular law enforcement authorities, in the areas of the fight against racism, xenophobia, antisemitism and homophobia. In addition, the Commission will also support cooperation and exchange of information between the legal professions and all legal practitioners in the area of fundamental rights.

CITIZENSHIP

4.6 Participation in the democratic life of the Union (DEMO)

The Commission intends to promote information and civic education initiatives on the participation of Union citizens in the democratic life of the Union and, in particular, participation in European Parliament and municipal elections.

Specifically, projects focusing on the exercise of electoral rights of Union citizens in the Member States where they reside and of which they are not nationals would be favored. The Commission will support activities aimed at encouraging and supporting grassroots initiatives and projects carried out by associations in which non national Union citizens, residing in another Member State than their own, are involved.

4.7 Raise awareness about Union citizenship and the rights attached to it and identify obstacles to their effective exercise (CITI)

In the run up to 2013, proposed to be designated as the European Year of Citizens, the Commission will support initiatives and projects aimed at:

- raising awareness about Union citizenship, the rights attached to this status and its concrete benefits for Union citizens; and
- identifying obstacles to the effective exercise of these rights by Union citizens in their daily lives as well as solutions and best practices to tackle these obstacles, in line with the exercise launched by the EU Citizenship report 2010.

4.8 Raise awareness and improve knowledge about the EU rules on free movement, in particular Directive 2004/38/EC (FREE)

With a view to enhancing on the ground the implementation of the right to free movement and residence for EU citizens and their family members, the Commission intends to support projects that aim at improving:

- the knowledge and expertise on the EU rules on free movement, in particular Directive 2004/38/EC, of local/regional/national authorities whose tasks relate to issues arising from the exercise of free movement and residence by nationals of other Member States or who otherwise have frequent contact with newcomers from other Member States;

and/or

- the awareness and knowledge of the EU citizens who make use of their right to free movement and residence.

4.9 Facilitate sharing of knowledge and exchange of best practices on acquisition and loss of Union citizenship (BPoC)

The Commission will encourage projects aimed at acquiring and sharing knowledge and exchanging experience on conditions and procedures for forfeiting Member States' nationality and, consequently, EU Citizenship, with a view to disseminating good practices and, where necessary, facilitating cooperation without encroaching on national competences.

N.B The introduction of Union citizenship does not compromise the principle of international law that States have the power to lay down the conditions for the acquisition and loss of nationality. This principle is not affected by the Treaty on the Functioning of the European Union and has been confirmed in case-law of the European Court of Justice. According to this case-law, when exercising their powers in the sphere of nationality, Member States must have due regard to EU law, in so far as their relevant decisions affect the rights conferred and protected by the legal order of the Union.

4.10 Address the gender imbalance in participation in the European Parliament elections (GEND)

Electoral turnout for the European Parliament elections is lower among women than among men and women consider in a higher proportion not to be sufficiently informed on the elections. Only 35% of the members of the European Parliament elected in 2009 are women. To tackle this imbalance, the Commission will support in particular initiatives and projects aimed at encouraging and increasing the participation of women as voters and as candidates in the European Parliament elections.

4.11 DATA PROTECTION AND PRIVACY RIGHTS (DATA)

The development of a legal framework allowing the free circulation of information based on the protection of the fundamental rights of the individual and in particular their right to privacy with respect to the processing of personal data is an important task not only at European level but at international level as well.

Under this priority, projects should focus on:

- (1) Training and awareness-raising on data protection including general information on the fundamental right to the protection of personal data and awareness-raising

campaigns, for example on the occasion of the European Data Protection Day (28th January);

- (2) Improving practical cooperation between Data Protection Authorities;
- (3) Reinforcing children's privacy in the on-line environment;
- (4) Identifying and tackling the challenges posed by new technologies for the fundamental right to data protection;
- (5) Technological & organisational means improving data protection compliance including privacy by design, Privacy Enhancing Technologies (PETs) and privacy seals.

IMPORTANT NOTE

Applicants must indicate clearly which one of the above priorities their proposal addresses. Projects submitted outside these priorities will also be evaluated but their assessment will take into account that they are not in conformity with the priorities of this call.

5. CONDITIONS FOR PARTICIPATION

A project must be prepared by a partnership composed by at least two eligible organisations (applicant plus minimum one partner) from two different EU Member States.

Applicants and partners cooperating in the conception and implementation of the project, must all be eligible for funding under this Programme. They will share the financial responsibility for the project.

5.1 Who may apply?

Applicants and partners must comply with the following requirements:

Legal status: They must be legally constituted non-governmental organisations, institutions and public or private organisations, universities, research institutes, national regional and local authorities, and other organisations established in one of the Member States of the European Union or international organisations.

Origin: They are based and registered in one of the 27 Member States of the European Union.

Non-profit: They are non-profit-making (bodies and organisations which are profit-oriented shall have access to grants under the Programme only as partners if justified by the nature of the action).

IMPORTANT NOTES

Applications from natural persons (private individuals) are not eligible.

The Programme is also open to organisations from acceding and candidate countries under certain conditions. However, for this call these conditions are still not met and organisations from these countries therefore can only participate as associate partners on a non-funded basis (see section 5.2).

If, before the deadline for submission of proposals, the required conditions are met by any one of these countries, a notification will be placed on the FRC website informing applicants that organisations from such countries can participate as applicants.

An applicant may apply for support for several separate projects under this call. In this case, an application is required for each project to be submitted separately in PRIAMOS. In case more than one project is selected for funding, the applicant must demonstrate its operational/professional and financial capacities to implement the selected projects.

Applicants may also participate as partners in projects submitted by other organisations.

5.2. Associate Partners

Organisations which either do not comply with the criteria for applicant or partner organisations or do not wish to receive funding to participate in the project may participate as associate partners. This may include, for example, organisations from any third country which are not eligible for EU funding.

6. EVALUATION CRITERIA

The submitted proposals will be evaluated solely against exclusion, eligibility, selection and award criteria.

6.1 Exclusion Criteria

Potential applicants and partners may not be awarded grants if they are in any of the situations referred to in Articles 93(1), 94 and 96(2)(a) of the Financial Regulation⁹. A full list of these circumstances is included at the end of the application form.

6.2 Eligibility Criteria

Proposals will be declared ineligible if they do not respect one or more of the following criteria. If a proposal is declared ineligible, it will not be considered for further evaluation and a rejection letter to that effect will be sent to the applicant.

- 1) The grant application must have been submitted through PRIAMOS no later than the deadline of **12:00 CET on 13 March 2012**;
- 2) The grant application must be submitted through PRIAMOS on the standard form together with all duly completed annexes required for this call for proposals. Any alterations made to the form will disqualify the application;
- 3) Projects must be within the scope of the FRC Programme;
- 4) Projects cannot have already been completed nor started prior to the deadline of the call;
- 5) The project must involve at least two eligible organisations (an applicant plus minimum one partner) from two different EU Member States. The applicant organisation and the partners must be eligible to participate in accordance with heading 5 (Conditions for participation) of this call;
- 6) The amount of Union funding requested cannot exceed 80% of the total eligible costs of the project. The 20% complementary co-financing borne by the applicant and/or the partners and other donors should be indicated in the appropriate annexes but also in the budget which must be balanced;
- 7) The project must have a maximum initial duration of 24 months;

⁹ Council Regulation (EC, Euratom) No 1605/2002

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:2002R1605:20071227:EN:PDF>

- 8) The EU grant applied for cannot be lower than EUR 75 000.

IMPORTANT NOTE

Once the eligibility verification procedure is completed, the Commission will inform applicants of the reasons for non eligibility of their proposals.

6.3 Selection criteria

In accordance with Article 116(1) of the Financial Regulation and Article 176 of the Implementing Rules, proposals will be evaluated according to the following selection criteria:

- 1) The applicant's **sufficient operational and professional capacity** to complete the proposed action:
 - The applicant must have appropriate, proven competence, qualifications and experience in the specified area of the proposed action. In the case of government or law enforcement bodies, evidence may also be submitted that demonstrates that the project falls within their statutory area of responsibility.
 - The key staff must have the necessary skills, experience and capacity to carry out the project.
- 2) The applicant's **sufficient financial capacity** to complete the proposed action:
 - The applicant must have a sound financial situation and sufficient sources of funding to maintain the activities of the action over the entire duration of the project.
 - The applicant must provide co-financing of at least 20% of the total eligible costs of the project, evidenced through the budget, its own accounts, signed Partner Declaration(s) and/or Co-financing Declaration(s).

Only proposals which satisfy the selection criteria will be examined further.

6.4 Award criteria

The award criteria aim to ensure the selection of actions with a high inherent quality, which contribute as much as possible to Programme's objectives and priorities of this call in a cost-effective manner. Synergies and complementarities with other Union instruments and programmes shall be sought and overlaps and duplications with existing activities avoided.

All projects will be assessed against the following criteria:

1) Relevance to the call priorities (30 points)

- a) The extent to which the proposal objectives match the priorities listed under this call? (15 points)
- b) The relevance of the problem addressed by the project. The relevance of the expected results for and practical impact on target groups? (15 points)

2) Quality of the proposed action regarding its conception, presentation, organisation, methodology and expected results (30 points)

- a) The extent to which the approach, methodology and timeframe proposed is suitable to carry out the activities, to respond to the nature of the problem and to achieve the desired outcome? (10 points)
- b) Are the proposed activities suitably designed to achieve the objectives as stated in the proposal? Does the proposal include actions and mechanisms for project progress monitoring and for evaluating the project during its lifetime (internal or external/ formal or informal) (10 points)
- c) To what extent is the project organised with a balanced distribution of tasks and expertise within the partnership? (10 points)

3) European dimension: the geographical scope of the project in terms of partners, participants and target group and its added value at European level. (20 points)

- a) To what extent do the project activities present a European dimension (e.g. in terms of geographical coverage of target groups)? (5 points)
- b) To what extent do the organisations involved make up a broad European partnership? (5 points)
- c) Does the proposal deserve support at a European level (rather than at local, national level?) (5 points)
- d) How high is the added value of the project at European level? (5 points)

4) Dissemination and sustainability: measures planned for the dissemination of the results and to ensure adequate follow-up of project outputs (10 points)

- a) Are there effective plans put in place for appropriate and timely disseminations/sharing of results? (5 points)
- b) Are project results likely to have an impact and be sustainable? (5 points)

5) Value for money/Cost-effectiveness (10 points)

- a) To what extent provided budget of the project is reasonable given the expected results of the project? (5 points)
- b) Does the project present good value for money? (5 points)

While assessing the proposals, synergies and complementarities with other Union instruments and programmes shall be sought and overlaps and duplications with existing activities avoided.

<p>Proposals that do not attain an overall score of 70 points shall not be considered for the award of a grant.</p>
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Once the evaluation procedure is completed, including the opinion of the Programme Committee and the adoption of the Commission's decision, the Commission will inform each applicant of the final decision taken and of the next steps. The Commission will then set in motion the procedures necessary for preparation of the grant agreement for successful applications (including dialogue with the applicant concerning any necessary technical and financial adjustments).

IMPORTANT NOTE

This procedure is conditioned to the adoption of the Annual Work programme 2012. The Commission reserves the right to annul the procedure in case the adoption procedure is not completed before the decision to award the grant agreements is taken. Furthermore the amount of budget for 2012 dedicated to this call is also subject to the availability of the appropriations provided for in the draft budget for 2012 after the adoption of the budget for 2012 by the budgetary authority.

7. KICK-OFF MEETING

The budget for the proposal must include travel costs to and from Brussels and 1 overnight stay (if necessary) for 1 to 2 representatives of the coordinating organisation (including at least the project coordinator but ideally also the financial coordinator if not the same person).

These costs are to allow successful applicants to participate in the 1-day "kick-off" seminar dedicated to project management, administrative aspects and reporting obligations.

8. APPLICATION DOCUMENTS TO BE SUBMITTED

Together with the duly completed Grant Application Form, the applicant must upload in PRIAMOS the following annexes:

Please use the templates provided by the Commission:

- Annex 1. Project Description and Implementation Form;
- Annex 2. Budget form;
- Annex 3. Partner/Associate Partner Declaration Form (includes declaration on exclusion criteria and legal entity);
- Annex 4. Co-financing declaration Form by other donors (if relevant).

IMPORTANT NOTE

Please note that Partner/Associate Partner Declaration Forms and Co-financing declaration Forms need to be signed and scanned before they are attached to the application form.

In addition, applicants must submit the following supporting documents using their own format:

- Annex 5. Curriculum vitae of key staff performing the work in connection with the project;
- Annex 6. Official annual financial statements (Balance sheet and/or Profit and loss account) for the past 2 years that demonstrate the applicant's financial capacity, and, in the case of grants exceeding EUR 500.000, an audit report certifying the accounts for the last financial year available, produced by a certified external auditor;
- Annex 7. Evidence of legal status: Applicant's article of association or statutes, proof of legal registration of the applicant, VAT registration;
- Annex 8. Annual technical/narrative report of the applicant organisation for the previous year.

IMPORTANT NOTES

Annexes 6, 7, 8 are not requested from government bodies (Ministries, government authorities or other public bodies) and universities.

An application is considered complete only if the Grant Application Form and all annexes are attached and uploaded on time in PRIAMOS under one single "registration number".

In the absence of any of the documents the application shall be considered ineligible.

9. DEADLINE FOR SUBMITTING APPLICATIONS

Applications must be completed and submitted via PRIAMOS by:

13 March 2012, 12:00 CET

Please note that although the PRIAMOS system is able to handle a high number of applications at the same time, it is advisable NOT to wait until the last moment to register on the system and submit your application.

10. GUIDE FOR APPLICANTS

Please read the Guide for applicants carefully, as it contains all details required for applying. It provides explanations and further details on the conditions to be met, the documents to fill out and submit, as well as instructions on how this must be done using PRIAMOS. It is considered as an integral part of the conditions of the call.

11. HELPDESK

Questions regarding the call for proposals may be sent by e-mail to the address below:

JUST-FRC-PROGRAMME@ec.europa.eu

Questions regarding registration and application via PRIAMOS may be sent to:

HOME-JUST-PRIAMOS-USM@ec.europa.eu

The Commission shall reply according to the Code of good administrative behaviour within 15 working days from receipt of the question. In the interest of equal treatment of applicants, the Commission cannot give a prior opinion on the eligibility of an applicant, a partner or an action or on the outcome of the call before the official publication of results.

12. WHERE TO GET FURTHER INFORMATION

The Fundamental Rights and Citizenship Programme website:

http://ec.europa.eu/justice/fundamental-rights/programme/fundamental-rights-programme/index_en.htm

PRIAMOS self-learning materials:

http://ec.europa.eu/justice/grants/priamos/index_en.htm