



Pilot Projects and Preparatory Actions (PPPA)

Call for proposals

Youth-Driven Social Media Design
(PPPA-2026-YOUTH-SOCIAL-MEDIA)

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Unit.I.4 - **Media Convergence and Social Media**

CALL FOR PROPOSALS

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0. Introduction

This is a call for proposals for EU **action grants** in the field of pilot projects and preparatory actions.

The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2024/2509 ([EU Financial Regulation](#))¹ Pilot project within the meaning of Article 58(2)(a)

The call is launched in accordance with the Financing Decision² and will be managed by the **European Commission, Directorate-General for Communications Networks, Content and Technology (DG CONNECT)**.

The call covers the following **action**:

- **PPPA-2026-YOUTH-SOCIAL-MEDIA-DESIGN — Youth-Driven Social Media Design: Safe, Inclusive, and Publicly-Owned Social Media**

We invite you to read the **call documentation** carefully, and in particular this Call Document, the Model Grant Agreement, the [EU Funding & Tenders Portal Online Manual](#) and the [EU Grants AGA — Annotated Grant Agreement](#).

These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call Document](#) outlines the:
 - background, objectives, scope, activities that can be funded and the expected results (sections 1 and 2)
 - timetable and available budget (sections 3 and 4)

¹ Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union (recast) ('EU Financial Regulation') (OJ L, 2024/2509, 26.9.2024).

² Commission Implementing Decision C(2026) 1770 final of 20.03.2026 concerning the adoption of the work programme for 2026 and the financing decision for the implementation of the pilot projects and preparatory actions in the field of "Communications Networks, Content and Technology" .

- admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)
- criteria for financial and operational capacity and exclusion (section 7)
- evaluation and award procedure (section 8)
- award criteria (section 9)
- legal and financial set-up of the Grant Agreements (section 10)
- how to submit an application (section 11)
- the Online Manual outlines the:
 - procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')
 - recommendations for the preparation of the application
- the AGA — Annotated Grant Agreement contains:
 - detailed annotations on all the provisions in the Grant Agreement you will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc*).

1. Background

A substantial and growing portion of democratic discourse unfolds in the online environment, a space defined by unique characteristics that profoundly shape how information is exchanged, presented, and disseminated. Social media play a very strong role in the online information environment. They have become important infrastructures for the formation of public opinion and democratic debate, and their general potential as fora for learning, artistic expression, social connection, organisation and entertainment is unquestioned. Yet, the economic incentives among which dominant players are currently operating have been found to produce adverse effects for democratic discourse and societal cohesion³. Other harms of the contemporary information environment, as highlighted by scientific literature, furthermore include information overload, polarisation of opinions, the fracturing of democratic discourse into echo chambers, and hateful or toxic use of language⁴.

Such adverse effects are particularly pronounced for the youngest users: For youth aged between 15 and 24, the most used source for information on social and political affairs is social media platforms, ahead of traditional sources of information such as newspapers, TV, or radio⁵.

In view of the important role of social media platforms in the current information environment and the described challenges, it is crucial to identify ways forward to foster the development of social media platforms centred on user wellbeing, effective and balanced democratic discourse and European values.

Among other instruments to achieve a healthy information ecosystem, support for decentralised information architectures, such as protocol based social media, has

³ See [JRC Publications Repository - Fractured reality](#)

⁴ Ibid.

⁵ [Social Media Survey 2025 - October 2025 - - Eurobarometer survey](#)

been described as a promising avenue⁶, for multiple reasons. For example, users of such platforms have the possibility to switch to alternative services while maintaining their peer contacts and their content, making it easier for users to leave social media services whose design or features they consider affecting their well-being or at odds with their personal values or ethics, without losing their existing social connections. Furthermore, the open architecture of protocol based social media allows for the accommodation of “middleware”; third party software that users can decide on an individual basis to add to their social media experience. Middleware solutions for social media services could for example comprise alternative offerings for elements such as feed algorithms, content moderation or social wellbeing features, and thus provide users with greater agency over their social media experience. Finally, the absence of ‘social lock-in’ and the possibilities for third party software add-ons is theorised to establish an ecosystem of decentralised social media markets where services compete stronger on the well-being of their users, because they cannot rely on users staying on their services solely on due to a lack of alternatives.

Beyond greater user welfare, a decentralised social media ecosystem also holds significant economic potential: In a market where users have the mobility to move freely across different offerings without losing their content history and social graph, the emergence of dominant players is less likely, and a much larger amount of alternative offerings may stay competitive in the long-term. In addition, new competitive and contestable markets may arise in the aforementioned area of social media middleware, where a variety of companies or non-profits could offer a diverse and competing set of algorithms, fact-checking services, media subscriptions etc.

In its Communication on the European Democracy Shield of November 2025, the European Commission announced its intention to explore future pathways for the EU’s tech environment, with an initial focus on future social networking/social media platforms, supporting EU digital sovereignty⁷. Supporting the growth and ecosystem of decentralised European social media platforms can make a contribution to this ambition.

This was strongly affirmed by the Commission in its Communication on European Tech Sovereignty and its EU Open Source Strategy⁸, where the strengthening of an open source social media space was announced as one of the key measures to make available and facilitate the uptake of EU sovereign technology solutions. The ambition for European social media may also link to the EU’s Apply AI Strategy, including its media-sector flagship ambition to accelerate responsible AI adoption in the cultural, creative and media sectors: In the context of youth-oriented decentralised social media, AI can support quality content ecosystems by improving fact-checking and verification workflows, increasing efficiency in the moderation of social media content, and enabling new user experiences such as personalised, adaptive or “liquid” content formats, while remaining grounded in European values of safety, transparency, pluralism and user autonomy.

Finally, a project with a dedicated focus on youth may provide an important example for an empowerment-focused use of social media for minors and youth, which could

⁶ [JRC Publications Repository - Fractured reality](#)

⁷ See [Communication on the European Democracy Shield | European Commission](#)

⁸ See [Communication on European Tech Sovereignty, accompanied by an EU Open Source Strategy](#)

also integrate the Commission’s response to the upcoming recommendations of the Co-chairs of the Special panel on child safety online⁹.

Against the above background, this action seeks to support the creation of protocol based social media offerings that are specifically targeted at young users, involving youth throughout the entirety of the design process.

2. Objectives — Themes and priorities — Activities that can be funded — Expected impact

PPPA-2026-YOUTH-SOCIAL-MEDIA-DESIGN — Youth-Driven Social Media Design: Safe, Inclusive, and Publicly-Owned Social Media

Objectives

This call for proposal seeks to fund a project that achieves the following general objective:

Through co-creation under youth participation, design and test a Fediverse based/Authenticated Transfer (AT) Protocol-based social media platform that is targeted specifically at young EU citizens and is focused on user well-being, and adapt a roll-out strategy based on market research and stakeholder consultation.

In order to achieve this objective, proposals should furthermore address the following specific objectives:

1. *Involve young citizens from a wide variety of backgrounds and from at least eight Member States, including young persons with disabilities or neurodevelopmental conditions, in the conceptualisation of key aspects of the platform, mapping their needs and preferences in platform design and characteristics, with expert support provided by professionals from relevant fields such as mental health, cognitive science or software development, as well as civil society organisations;*
2. *Based on the results of the youth participation process and in-depth research, analyse the market conditions for alternative and inclusive social media services in a decentralised ecosystem, and design a corresponding uptake and sustainability strategy that maximises chances of an effective roll-out and uptake, in particular through mapping key stakeholders that can support uptake and sustainability and involving them in the development of the uptake strategy;*
3. *Create at least one functioning prototype or upgrade at least two existing services for a social media platform based on the ActivityPub or AT protocols, incorporating insights on minimising risks to mental health;*
4. *Test and refine the prototype, with a focus on safety, user-friendliness, and mental health, identifying in particular key usability barriers, systematically comparing features of the prototype to features of other relevant social media platforms, and exploring the responsible use of AI to support safer, more trustworthy and engaging social media services, including through better content discovery, moderation, verification and new user-centred experiences, in line with European values and fundamental rights;*

⁹ [Special panel on child safety online | Shaping Europe’s digital future](#)

5. *Promote the prototype across EU countries to identified potential user audiences as well as to key stakeholder communities such as content creators, media organisations or funding partners, implementing at minimum the first step of the uptake strategy*
6. *Drawing on the results of specific objectives 1, 2, 3, 4 and 5, document and share lessons learnt, including in at least one report that highlights the opportunities and remaining challenges for European decentralised social media, recommendations for future public funding, and wherever possible by publishing and open sourcing results and developed software.*

Themes and priorities (scope)

The core ambition of the project is the availability, refinement and ambitious roll-out of at least one protocol-based service that is actively centred around the needs of young user audiences, and relies on a decentralised data management, intrinsically in line with European values such as being protective of users' privacy, autonomy and wellbeing.

With regards to the involvement of young citizens, proposals should present a detailed plan on their outreach and co-creation plans. Co-creation processes should be carried out with youth participants from at least eight Member States, with geographic balance between North, East, West and South. A diversity of backgrounds, including gender balance, social background, different levels of media and digital literacy, as well as an emphasis on inclusivity for disabled and neurodivergent participants are furthermore essential. With support from experts from relevant disciplines, the participants should explore the plethora of benefits, advantages, harms, threats and concerns experienced by young users on their current social media and collect and synthesise their ideas, desires, and concrete needs and expected features related to the design of alternative platforms.

Importantly, amongst other subjects, the role of artificial intelligence, both with regards to posed challenges as well as a potential tool for mitigation of harms or creating benefits and attractive experiences for users should be prominently explored.

Moreover, besides technical features, the look and feel of the services' user interface and its appeal to young audiences should also play an important role in the co-creation and strongly inform the interface and graphical design of the project's developed products.

Regarding the methods of co-creation and consultation, proposals are free to choose one or multiple approaches (e.g. workshops, living labs, focus groups, hackathons etc.) that they consider most suited for their project. Importantly, proposals should lay out clearly how their chosen co-creation design will maximise the impact of youth voices on the design of the developed social media platform. Co-creation processes should accompany all stages of the social media and feature development, including the capturing and translation of the ideas and needs of young participants taking into account market and design realities, the development and refinement process, as well as the eventual testing and adoption stages. Proposals should describe clearly how they will involve scientific experts or civil society from relevant disciplines such as cognitive science, mental health, software development, economics or political science in the co-creation process.

With regards to the technical design of the social media service or services themselves, projects may propose a range of activities: they may suggest the creation of one or more entirely new social media services, or may alternatively propose the upgrading of existing European decentralised offerings in a way that achieves this call for proposals' objectives. Proposals that propose the upgrading of existing services rather than the creation of a new platform must support at least two

of such services. Proposals can furthermore decide on the protocol that they want to utilise; building or upgrading services based on ActivityPub, ATProtocol, or – in case multiple services are proposed – both protocols. The proposal's description and explanation of the chosen technological approach should clearly describe why the selected setup is technically sound and has the highest chances of achieving the call's objectives.

Along with the youth co-creation processes, proposals should also clearly set out how they will analyse and take into account the market conditions in which their developed service or services will operate. This analysis should draw on the insights gained in the youth co-creation and consultation processes, and be complemented by additional quantitative or qualitative means of market analysis as well as an in-depth mapping of the relevant stakeholders that would need to be engaged in order to maximise the chances of decentralised social media to attract users and operate sustainably.

Proposals should furthermore describe how they will formulate an ambitious uptake strategy that would maximise the developed solutions' social impact, market potential and longevity, covering all relevant aspects such as outreach and user acquisition, platform governance and future development, and economic sustainability and business model, including non-commercial models where relevant and sustainable.

In particular, the engagement of key stakeholders such as content creators, media companies, educational institutions and other youth multipliers, as well as potential funding partners, should feature strongly in the uptake strategy. Collaborations with relevant promotion and content creation partners or other relevant projects in the space, such as the two awardees of the 2025 "Building a trustworthy social media sphere"¹⁰ call for proposals may furthermore be explored.

The awarded project is expected to implement at minimum the first stage of its developed strategy. While the fully fledged uptake strategy is a part of the project deliverables and is thus not required in detail at proposal submission stage, proposals should nevertheless describe the key elements of their dissemination, outreach and engagement plans to users and key stakeholders, and dedicate sufficient resources to the implementation of their strategy's initial stage.

Finally, proposals should describe the ways in which their project would make a positive and lasting contribution to the overall ecosystem of decentralised social media in Europe. Activities in this direction could include for example the publication of identified insights and best practices concerning youth and mental-health friendly social media, the publication of developed features and similar efforts. All code developed should, wherever possible, be made available under the most appropriate open-source license to ensure maximum take up and reuse.

Activities that can be funded (scope)

The following types of activities are eligible under this call for proposals:

- **Youth co-creation and consultation processes**, including workshops, living labs, focus groups, hackathons or other participatory formats with young people from diverse backgrounds and Member States.
- **Software development**, including the creation of a new protocol-based social media service or the upgrading of existing decentralised services based on ActivityPub and/or AT Protocol.

¹⁰ [Building a trustworthy social media sphere: countering disinformation on social media for young Europeans | EU Funding & Tenders Portal](#) (the awarded projects and their partaking organisation will be published in Q3/4 2026)

- **Market research and economic analysis**, including analysis of user needs, competing services, barriers to adoption, governance options and sustainable operating models.
- **Stakeholder mapping and engagement**, including the identification and involvement of actors that can support the adoption, sustainability and trust in the developed services.
- **Awareness and dissemination actions**, including communication, outreach and promotion activities targeting potential young users, youth organisations, creators, educators, media actors and other relevant stakeholders.
- **Activities seeking usage traffic and user engagement through specific content, services or community features**, including pilots with creators, media partners, educational content providers or youth communities.

Expected impact

The developed solutions should demonstrate their potential in concrete terms through the execution of a first roll-out stage during the project life-cycle, with a strong uptake strategy guiding their future adoption after the end of the project. The sustainability of the results and their continued benefits to users is a key ambition of this call for proposals.

The project is furthermore expected to make a strong impact for the wider ecosystem of European decentralised social media. The insights gained on youth needs and desires on mental-health and inclusivity friendly social media should benefit the wider community of stakeholders in this space, and wherever possible developed technology should contribute to the software stacks of the ActivityPub and ATProtocol communities.

Finally, the project should generate insights on the opportunities and challenges for decentralised social media as a genuine and widely used alternative to non-decentralised services, and contribute to the understanding of the key factors that would allow EU tech start-ups in the space to scale and succeed. Through the specific focus on youth audiences, the project may also provide use cases for how an alternative business and platform development model may contribute to maximising benefits for youth from the use of digital tools whilst also reducing risks, providing insights for societal debates on youth social media usage.

3. Available budget

The available call budget is **EUR 1.480.000**. The EU co-financing is limited to a maximum of **80 %** of the total eligible costs.

Project(s) budget

We expect to fund 1 project.

We expect to fund **1 project** for a maximum requested grant amount of **EUR 1.480.000**. This does not preclude the submission/selection of a proposal requesting a lower amount.

The grant awarded may be lower than the amount requested.

We reserve the right not to award all available funds or to redistribute them between the call priorities, depending on the proposals received and the results of the evaluation.

4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	30 July 2026
<u>Deadline for submission:</u>	<u>06 October 2026 – 17:00:00 CEST</u> <u>(Brussels)</u>
Evaluation:	From 7 October
Information on evaluation results:	November 2026 – December 2026
GA signature:	January – February 2026
Start date of the project	February - March 2026

Duration

Projects should normally range **between 12 and 24 months**.

Projects of longer duration may be accepted in duly justified cases. Extensions are possible, if duly justified and through an amendment.

5. Admissibility and documents

Proposals must be submitted before the **call deadline** (see *timetable section 4*).

Proposals must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System (accessible via the Topic page in the [Calls for proposals](#) section). Paper submissions are NOT possible.

Proposals (including annexes and supporting documents) must be submitted using the forms provided *inside* the Submission System (⚠ NOT the documents available on the Topic page — they are only for information).

Proposals must be **complete** and contain all the requested information and all required annexes and supporting documents:

- Application Form Part A — contains administrative information about the participants (future coordinator, beneficiaries and affiliated entities) and the summarised budget for the project (*to be filled in directly online*)
- Application Form Part B — contains the technical description of the project (*template to be downloaded from the Portal Submission System, completed, assembled and re-uploaded*)
- **mandatory annexes and supporting documents** (*templates to be downloaded from the Portal Submission System, completed, assembled and re-uploaded*):
 - detailed budget table/calculator

- CVs (standard) of core project team
- activity reports of last year: not applicable
- list of previous projects (key projects for the last 4 years) (*template available in Part B*)

Please note that the amounts entered into the summarised budget table (filled in directly online) must correspond to the amounts calculated in the detailed budget table. In case of discrepancies, the amounts in the online summarised budget table will prevail.

At proposal submission, you will have to confirm that you have the **mandate to act** for all applicants. Moreover, you will have to confirm that the information in the application is correct and complete and that all participants comply with the conditions for receiving EU funding (*especially eligibility, financial and operational capacity, exclusion, etc*). Before signing the grant, each beneficiary and affiliated entity will have to confirm this again by signing a declaration of honour (DoH). Proposals without full support will be rejected.

Your application must be **readable, accessible and printable** (please check carefully the layout of the documents uploaded).

Proposals are limited to maximum **70 pages** (Part B). Evaluators will not consider any additional pages. Shorter proposals are welcome.

You may be asked at a later stage for further documents (*for legal entity validation, financial capacity check, bank account validation, etc*).



For more information about the submission process (including IT aspects), consult the [Online Manual](#).

6. Eligibility

Eligible participants (eligible countries)

In order to be eligible, the applicants (beneficiaries and affiliated entities) must:

- be legal entities (public or private bodies)
- be established in one of the eligible countries, i.e.:
 - EU Member States (including overseas countries and territories (OCTs))

Beneficiaries and affiliated entities must register in the [Participant Register](#) — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc (*see section 13*).

Specific cases and definitions

Natural persons — Natural persons are NOT eligible (with the exception of self-employed persons, i.e. sole traders, where the company does not have legal personality separate from that of the natural person).

International organisations — International organisations are NOT eligible.

Entities without legal personality — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf and offer guarantees

for the protection of the EU financial interests equivalent to that offered by legal persons¹¹.

EU bodies — EU bodies (with the exception of the European Commission Joint Research Centre) can NOT be part of the consortium.

Affiliated entities¹²

Legal entities having a legal or capital link with applicants, which is neither limited to the action nor established for the sole purpose of its implementation, may take part in the action as affiliated entities, and may declare eligible costs as specified in section 10.

For that purpose, applicants shall identify such affiliated entities in the proposal and application form.

Associations and interest groupings — Entities composed of members may participate as 'sole beneficiaries'¹³ or 'beneficiaries without legal personality'¹⁴. ⚠ Please note that if the action will be implemented by the members, they should also participate (either as beneficiaries or as affiliated entities, otherwise their costs will NOT be eligible).

EU restrictive measures — Special rules apply for entities subject to [EU restrictive measures](#) under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)¹⁵. Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

EU conditionality measures — Special rules apply for entities subject to measures adopted on the basis of EU Regulation 2020/2092¹⁶. Such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties, etc). Currently such measures are in place for Hungarian public interest trusts established under the Hungarian Act IX of 2021 or any entity they maintain (see [Council Implementing Decision \(EU\) 2022/2506](#), as of 16 December 2022).

The indicative list of affected entities (the trusts and the entities they maintain) is available under this link¹⁷. This link will bring you to the official Annex to Hungarian Act IX of 2021.

¹¹ See Article 200(2)(c) EU Financial Regulation [2024/2509](#).

¹² In accordance with Article 190 FR, entities **that satisfy the eligibility criteria** and that do not fall within one of the situations referred to in Articles 138(1) and 143(1) FR and that have a link with the applicant, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation, will be considered as entities affiliated to the applicant.

¹³ See Article 190.1 (a) EU Financial [Regulation - 2024/2509](#) - Entity which itself is not a legal entity, but is made up of several legal entities which satisfy the criteria for applying for a grant (e.g. European Research Infrastructure Consortia (ERICs), European economic interest groupings (EEIG), European groupings of territorial cooperation (EGTC), joint ventures, etc) does NOT mean the same as mono-beneficiary.

¹⁴ For the definitions, see Articles 190(2) and 200(2)(c) EU Financial Regulation [2024/2509](#).

¹⁵ Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

¹⁶ Regulation (EU, Euratom) 2020/2092 of the European Parliament and of the Council of 16 December 2020 on a general regime of conditionality for the protection of the Union budget (OJ L 325, 20.12.2022, p. 94).

¹⁷ [2021. évi IX. törvény - Nemzeti Jogszabálytár](#)



For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Consortium composition

Proposals must be submitted by a **consortium**¹⁸ of at least four applicants (beneficiaries; not affiliated entities), which complies with the following conditions:

- minimum four independent entities from three different eligible countries
- at least one entity with demonstrated capacity in youth engagement
- at least one entity with demonstrated capacity in software development
- at least one entity with demonstrated capacity in supporting the scaling of businesses or non-profits.

While not an eligibility requirement, consortia are invited to consider how their partaking organisations could represent or include a variety of perspectives and disciplines, for example professional organisations with expertise in domains such as mental health, digital rights, civic tech, audiovisual or news media, content creation and other relevant areas. A geographical balance of consortium participants is strongly encouraged.

Where universities partake in the action, their role should be limited to supportive roles. Universities should not make up more than a quarter of the total applicants and should not be consortium coordinators.

Affiliated entities to a beneficiary, if any, do not sign the grant and therefore do not become beneficiaries themselves, do not count for the minimum number of applicants¹⁹.

Associated partners, if any, are considered third parties (see section 13). They do not sign the grant and therefore do not become beneficiaries themselves, are not applicants, not part of the consortium and hence do not count for the minimum number of applicants.

Eligible activities

Applications will only be considered eligible if their content corresponds wholly (or at least in part) to the topic description for which they are submitted.

Eligible activities are the ones set out in section 2 above.

If applicable, Projects should take into account the results of projects supported by other EU funding programmes. The complementarities must be described in the project proposals (Part B of the Application Form).

¹⁸ Application submitted by a 'sole applicant/beneficiary' (see section 13 for the definition of this concept) will be considered as submitted by a consortium. In case a 'sole applicant/beneficiary' is involved, its participating members must be identified in the grant application as either beneficiaries or affiliated entities, otherwise their costs will NOT be eligible. Please note that (unlike a 'single applicant') the concept of a 'sole applicant/beneficiary' unites multiple legal entities. If the application is submitted by a "sole beneficiary" as defined by Article 190(2) of the EU financial Regulation, the members implementing the action count for the minimum number of applicants if any.

¹⁹ Except for the case of 'Sole' beneficiary. Entity which itself is not a legal entity but is made up of several legal entities which satisfy the criteria for applying for a grant.

Projects must comply with EU policy interests and priorities (*such as environment, social, security, industrial and trade policy, etc*). Projects must also respect EU values and European Commission policy regarding reputational matters (*e.g. activities involving capacity building, policy support, awareness raising, communication, dissemination, etc*).

Non eligible activities

Financial support to third parties is **not allowed**.

Activities directed at EU institutions such as sending letters, organising meetings or providing advocacy material to EU institutions or specific members of an institution, or identifying specific members or officials of an institution to evaluate or describe their positions, or to discuss specific political content or outcome, are not eligible.

Geographic location (target countries)

Proposals must relate to activities taking place in the eligible countries (*see above*).

Ethics

Please refer to the general provisions in the MGA (Art. 14)

Projects must comply with:

- highest ethical standards and
- applicable EU, international and national law.

Security

Please refer to the general provisions in the MGA (Art. 13).

7. Financial and operational capacity and exclusion

Financial capacity

Applicants must have **stable and sufficient resources** to successfully implement the projects and contribute their share. Organisations participating in several projects must have sufficient capacity to implement all projects.

The financial capacity check will be carried out on the basis of the documents you will be requested to upload in the [Participant Register](#) during grant preparation (*e.g. profit and loss account and balance sheet, business plan, audit report produced by an approved external auditor, certifying the accounts for the last closed financial year, etc*). The analysis will be based on neutral financial indicators, but will also take into account other aspects, such as dependency on EU funding and deficit and revenue in previous years.

The check will normally be done for all beneficiaries, except:

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations
- if the individual applicant requested grant amount is not more than EUR 60 000.

If needed, it may also be done for affiliated entities.

If we consider that your financial capacity is not satisfactory, we may require:

- further information
 - an enhanced financial responsibility regime, i.e. joint and several responsibility for all beneficiaries or joint and several liability of affiliated entities (*see below, section 10*)
 - prefinancing paid in instalments
 - (one or more) prefinancing guarantees (*see below, section 10*)
- or
- propose no prefinancing
 - reject the participation of the applicant in the proposal and request reallocation of the tasks to another applicant of the consortium or his replacement without compromising the quality of the proposal;
 - request that you are replaced or, if needed, reject the entire proposal.

If the financial capacity of the consortium as a whole or of the coordinator or single or “sole applicant/beneficiary” is considered **insufficient**, the Authorised Representative Officer of the Commission may reject the application.

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Operational capacity

Applicants must have the **know-how, qualifications** and **resources** to successfully implement the projects and contribute their share (including sufficient experience in projects of comparable size and nature).

This capacity will be assessed together with the ‘Quality’ award criterion, on the basis of the competence and experience of the applicants and their project teams, including operational resources (human, technical and other) or, exceptionally, the measures proposed to obtain it by the time the task implementation starts.

If the evaluation of the award criterion is positive, the applicants are considered to have sufficient operational capacity.

Applicants will have to show their capacity via the following information:

- general profiles (qualifications and experiences) of the staff responsible for managing and implementing the project
- description of the consortium participants
- list of previous projects (key projects for the last 4 years) (*template available in Part B*) .

Additional supporting documents may be requested, if needed to confirm the operational capacity of any applicant.

In the event of an application grouping several applicants (consortium), the above requirements shall apply to the combined capacity of all members of the consortium. Combined capacity means that individually, each member of the consortium should comply with the criteria corresponding to its task in the project.

In the case of legal entities forming **one** applicant (the "sole applicant/beneficiary"), as specified in section 6, the above requirements apply to each one of those entities.

Public bodies, Member State organisations and international organisations are exempted from the operational capacity check.

Exclusion

Applicants which are subject to an **EU exclusion decision** or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate²⁰:

- bankruptcy, winding up, affairs administered by a liquidator or by a court arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts) provided for under Union or national law
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct²¹ (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- guilty of irregularities within the meaning of Article 1(2) of EU Regulation [2988/95](#) (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- intentionally and without proper justification resisted²² an investigation, check or audit carried out by an EU authorising officer (or their representative or auditor), OLAF, the EPPO, or the European Court of Auditors.

²⁰ See Articles 138 and 143 of EU Financial Regulation [2024/2509](#).

²¹ 'Professional misconduct' includes, in particular, the following: violation of ethical standards of the profession; wrongful conduct with impact on professional credibility; breach of generally accepted professional ethical standards; false declarations/misrepresentation of information; participation in a cartel or other agreement distorting competition; violation of IPR; attempting to influence decision-making processes by taking advantage, through misrepresentation, of a conflict of interests, or to obtain confidential information from public authorities to gain an advantage; incitement to discrimination, hatred or violence or similar activities contrary to the EU values where negatively affecting or risking to affect the performance of a legal commitment.

²² 'Resisting an investigation, check or audit' means carrying out actions with the goal or effect of preventing, hindering or delaying the conduct of any of the activities needed to perform the investigation, check or audit, such as refusing to grant the necessary access to its premises or any other areas used for business purposes, concealing or refusing to disclose information or providing false information.

Applicants will also be rejected if it turns out that²³:

- during the award procedure they misrepresented information required as a condition for participating or failed to supply that information
- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

8. Evaluation and award procedure

The proposals will have to follow the **standard submission and evaluation procedure** (one-stage submission + one-step evaluation).

An **evaluation committee** (assisted by independent outside experts) will assess all applications. Proposals will first be checked for formal requirements (admissibility, and eligibility, *see sections 5 and 6*). Proposals found admissible and eligible will be evaluated against the operational capacity and award criteria (*see sections 7 and 9*) and then ranked according to their scores.

For proposals with the same score a **priority order** will be determined according to the following approach:

Successively for every group of *ex aequo* proposals, starting with the highest scored group, and continuing in descending order:

- 1) The *ex aequo* proposals within the same topic will be prioritised according to the scores they have been awarded for the award criterion 'Relevance'. When these scores are equal, priority will be based on their scores for the criterion 'Impact'. When these scores are equal, priority will be based on their scores for the criterion 'Quality'.
- 2) If this does not allow to determine the priority, a further prioritisation can be done by considering the overall project portfolio and the creation of positive synergies between projects, or other factors related to the objectives of the call. These factors will be documented in the panel report.

All proposals will be informed about the evaluation result (**evaluation result letter**). Successful proposals will be invited for grant preparation; the other ones will be put on the reserve list or rejected.

 No commitment for funding — Invitation to grant preparation does NOT constitute a formal commitment for funding. We will still need to make various legal checks before grant award: *legal entity validation, financial capacity, exclusion check, etc.*

Grant preparation will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from your side. It may also include adjustments to the proposal to address recommendations of the evaluation committee or other concerns. Full compliance will be a pre-condition for signing the grant.

If you believe that the evaluation procedure was flawed, you can submit a **complaint** (following the deadlines and procedures set out in the evaluation result letter). Please note that notifications which have not been opened within 10 days after sending will be considered to have been accessed and that deadlines will be counted from opening/access (*see also [Funding & Tenders Portal Terms and Conditions](#)*). Please also

²³ See Article 143 EU Financial Regulation [2024/2509](#).

be aware that for complaints submitted electronically, there may be character limitations.

9. Award criteria

The **award criteria** for this call are as follows:

1. Relevance (40 points):

- Clarity and consistency of the action
- Objectives and extent to which they match the themes and priorities and objectives of the call
- Contribution to the EU strategic and legislative context
- European/trans-national dimension
- Impact/interest for a number of countries (EU or eligible non-EU countries); possibility to use the results in other countries; potential to develop mutual trust/cross-border cooperation

2. Quality (40 points):

- Logical links between the identified problems, needs and solutions proposed (logical frame concept)
- Quality of the consortium and project teams²⁴
- Appropriate procedures and problem-solving mechanisms for cooperating within the project teams and consortium
- Methodology for implementing the project (concept and methodology, organisation of the work (procedures and allocation of resources), management, involvement of subcontractors, timetable, risks and risk management, monitoring and evaluation)
- Cost effectiveness (sufficient/appropriate budget for proper implementation; best value for money)

3. Impact (20 points):

- Ambition and expected long-term impact of results on target groups/general public
- Appropriate dissemination strategy
- Sustainability of results after EU funding ends.

²⁴ This includes the operational capacity (know-how, qualifications, human and technical resources, EU dimension), as indicated in Section 7.

Award criteria	Minimum pass score	Maximum score
Relevance	21	40
Quality	21	40
Impact	11	20
Overall (pass) scores	60	100

Maximum points: 100 points.

Individual thresholds per criterion: 21/40, 21/40 and 11/20 points.

Overall threshold: **60 points**.

Proposals that pass the individual thresholds **AND** the overall threshold will be considered for funding — within the limits of the available budget (i.e. up to the budget ceiling) and the number of projects to be funded, as announced in section 3. Other proposals will be rejected.

10. Legal and financial set-up of the Grant Agreements

If you pass evaluation, your project will be invited for grant preparation, where you will be asked to prepare the Grant Agreement together with the EU Project Officer.

This Grant Agreement will set the framework for your grant and its terms and conditions, in particular concerning deliverables, reporting and payments.

The Model Grant Agreement that will be used (and all other relevant templates and guidance documents) can be found on [Portal Reference Documents](#).

Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*). Normally the starting date²⁵ will be after grant signature. A retroactive starting date can be granted exceptionally for duly justified reasons — but never earlier than the proposal submission date.

Indicative project starting date: *see timetable section 4 above*

Indicative project duration: *see section 4 above*.

Milestones and deliverables

The milestones and deliverables for each project will be managed through the Portal Grant Management System and will be reflected in Annex 1 of the Grant Agreement.

Form of grant, funding rate and maximum grant amount

²⁵ The project start date must normally be the first day of a month and later than the entry into force of the agreement. The Commission can decide on another date, if justified by the applicants. However, the starting date may not be earlier than the submission date of the grant application – except if provided for by the basic act or in cases of extreme urgency and conflict prevention (Article 196 EU Regulation - 2024/2509).

The grant parameters (*maximum grant amount, funding rate, total eligible costs, etc*) will be fixed in the Grant Agreement (*Data Sheet, point 3 and art 5*).

Project budget (requested grant amount): *see section 3 above*.

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost and flat-rate elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for your project (NOT the *budgeted* costs). For unit costs and flat-rates, you can charge the amounts calculated as explained in the Grant Agreement (*see art 6 and Annex 2 and 2a*).

The costs will be reimbursed at the funding rate fixed in the Grant Agreement (maximum **80 %**).

Grants may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). For-profit organisations must declare their revenues and, if there is a profit, we will deduct it from the final grant amount (*see art 22.3*).

Moreover, please be aware that the final grant amount may be reduced in case of non-compliance with the Grant Agreement (*e.g. improper implementation, breach of obligations, etc*).

Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Data Sheet, point 3, art 6 and Annex 2*).

Budget categories for this call:

- A. Personnel costs
 - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
 - A.4 SME owners and natural person beneficiaries
 - A.5 Volunteers – N/A
- B. Subcontracting costs
- C. Purchase costs
 - C.1 Travel and subsistence
 - C.2 Equipment
 - C.3 Other goods, works and services
- D. Other cost categories

D.1 Financial support to third parties -N/A

- E. Indirect costs

Specific cost eligibility conditions for this call:

- personnel costs:
 - SME owner/natural person unit cost²⁶: Yes

²⁶ Commission [Decision](#) of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020)7115).

- volunteers cost: N/A
- subcontracting costs:
 - additional subcontracting rules: Yes
 - ⊖ subcontracting may not cover core tasks of the action²⁷
- travel and subsistence unit cost²⁸: Yes²⁹
- equipment costs: depreciation
- other cost categories:
 - costs for financial support to third parties: not allowed
- indirect cost flat-rate: 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any)



Applicants' attention is drawn to the fact that if they are receiving an operating grant financed by the EU or Euratom budget, they may not declare indirect costs for the period(s) covered by the operating grant, unless they can demonstrate that the operating grant does not cover any costs of the action. If you intend to also apply for action grants while receiving an operating grant, please make sure that you either have the accounting tools in place to combine them (or that the operating grants pays off — meaning that it covers enough of your general running costs and overheads to compensate the loss of the indirect costs in the action grants).

- VAT: non-deductible/non-refundable VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible)
- other:
 - in-kind contributions for free are allowed, but cost-neutral, i.e. they cannot be declared as cost
 - kick-off meeting: costs for kick-off meeting organised by the granting authority are eligible (travel costs for maximum 2 persons, return ticket to Brussels and accommodation for one night) only if the meeting takes place after the project starting date set out in the Grant Agreement; the starting date can be changed through an amendment, if needed
 - project websites: communication costs for presenting the project on the participants' websites or social media accounts are eligible; costs for *separate* project websites are not eligible
 - other ineligible costs: No

Reporting and payment arrangements

The reporting and payment arrangements are fixed in the Grant Agreement (*Data Sheet, point 4 and art 21 and 22*).

²⁷ See also section 13- Subcontracting going beyond 30% of the total eligible costs must be justified in the application.

²⁸ Commission [Decision](#) of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).

²⁹ See [EU Grants AGA — Annotated Grant Agreement](#), art 6 on eligible costs: travel and subsistence costs must be declared using the unit cost according to Annex 2a of the grant agreement. If a particular instance of travel, accommodation or subsistence in the action is not covered by one of the unit costs mentioned in Decision C(2021)35 the actual costs may be used.

After grant signature, you will normally receive a **prefinancing** to start working on the project (float of normally **50 %** of the maximum grant amount; exceptionally less or no prefinancing). The prefinancing will be paid 30 days from entry into force /financial guarantee (if required) — whichever is the latest.

There might be one or more **interim payments** (with detailed cost reporting), for a **maximum of 35 %** of the maximum grant amount). Pre-financing and interim payment may not exceed **85 %** of the maximum grant amount.

In addition, you will be expected to submit one or more progress reports not linked to payments.

Payment of the balance: At the end of the project, we will calculate your final grant amount. If the total of earlier payments is higher than the final grant amount, we will ask you (your coordinator) to pay back the difference (recovery).

All payments will be made to the coordinator.

 Please be aware that payments will be automatically lowered if you or one of your consortium members has outstanding debts towards the EU (granting authority or other EU bodies). Such debts will be offset by us — in line with the conditions set out in the Grant Agreement (see art 22).

Please also note that you are responsible for keeping records on all the work done and the costs declared.

Prefinancing guarantees

If a prefinancing guarantee is required, it will be fixed in the Grant Agreement (*Data Sheet, point 4*). The amount will be set during grant preparation and it will normally be equal or lower than the prefinancing for your grant.

The guarantee should be in euro and issued by an approved bank/financial institution established in an EU Member State.

Amounts blocked in bank accounts will NOT be accepted as financial guarantees.

Prefinancing guarantees are normally requested from the coordinator, for the consortium. They must be provided during grant preparation, in time to make the prefinancing (scanned copy via Portal AND original by post).

If agreed with us, the bank guarantee may be replaced by a guarantee from a third party.

The guarantee will be released at the end of the grant, in accordance with the conditions laid down in the Grant Agreement (*art 23*).

Certificates

Depending on the type of action, size of grant amount and type of beneficiaries, you may be requested to submit different certificates. The types, schedules and thresholds for each certificate are fixed in the Grant Agreement (*Data Sheet, point 4 and art 24*).

Liability regime for recoveries

The liability regime for recoveries will be fixed in the Grant Agreement (*Data Sheet, point 4.4 and art 22*).

For beneficiaries, it is one of the following:

- limited joint and several liability with individual ceilings — *each beneficiary up to their maximum grant amount*
- unconditional joint and several liability — *each beneficiary up to the maximum grant amount for the action*

or

- individual financial responsibility — *each beneficiary only for their own debts.*

In addition, the granting authority may require joint and several liability of affiliated entities (with their beneficiary).

Provisions concerning the project implementation

Security rules: *see Model Grant Agreement (art 13)*

Ethics rules: *see Model Grant Agreement (art 14)*

IPR rules: *see Model Grant Agreement (art 16 and Annex 5):*

- rights of use on results: Yes

Communication, dissemination and visibility of funding: *see Model Grant Agreement (art 17 and Annex 5):*

- additional communication and dissemination activities: Yes

Specific rules for carrying out the action: *see Model Grant Agreement (art 18 and Annex 5):*

- durability: No

Other specificities

Consortium agreement: Yes

Non-compliance and breach of contract

The Grant Agreement (chapter 5) provides for the measures we may take in case of breach of contract (and other non-compliance issues).



For more information, see [AGA — Annotated Grant Agreement](#).

11. How to submit an application

All proposals must be submitted directly online via the Funding & Tenders Portal Electronic Submission System. Paper applications are NOT accepted.

Submission is a **2-step process**:

a) create a user account and register your organisation

To use the Submission System (the only way to apply), all participants need to [create an EU Login user account](#).

Once you have an EU Login account, you can [register your organisation](#) in the Participant Register. When your registration is finalised, you will receive a 9-digit participant identification code (PIC).

b) submit the proposal

Access the Electronic Submission System via the Topic page in the [Calls for proposals](#) section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter).

Submit your proposal in 3 parts, as follows:

- Part A includes administrative information about the applicant organisations (future coordinator, beneficiaries, affiliated entities and associated partners) and the summarised budget for the proposal. Fill it in directly online
- Part B (description of the action) covers the technical content of the proposal. Download the mandatory word template from the Submission System, fill it in and upload it as a PDF file
- Annexes (see *section 5*). Upload them as PDF file (single or multiple depending on the slots). Excel upload is sometimes possible, depending on the file type.

The proposal must keep to the **page limits** (see *section 5*); excess pages will be disregarded.

Documents must be uploaded to the **right category** in the Submission System, otherwise the proposal may be considered incomplete and thus inadmissible.

The proposal must be submitted **before the call deadline** (see *section 4*). After this deadline, the system is closed and proposals can no longer be submitted.

Once the proposal is submitted, you will receive a **confirmation e-mail** (with date and time of your application). If you do not receive this confirmation e-mail, it means your proposal has NOT been submitted. If you believe this is due to a fault in the Submission System, you should immediately file a complaint via the [IT Helpdesk webform](#), explaining the circumstances and attaching a copy of the proposal (and, if possible, screenshots to show what happened).

Details on processes and procedures are described in the [Online Manual](#). The Online Manual also contains the links to FAQs and detailed instructions regarding the Portal Electronic Exchange System.

12. Help

As far as possible, ***please try to find the answers you need yourself***, in this and the other documentation (we have limited resources for handling direct enquiries):

- [Online Manual](#)
- Topic Q&A on the Topic page (for call-specific questions in open calls; not applicable for actions by invitation)
- [Portal FAQ](#) (for general questions).

Please also consult the Topic page regularly, since we will use it to publish call updates. (For invitations, we will contact you directly in case of a call update).

Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions should be sent to the following email address: connect-i4@ec.europa.eu .

Please indicate clearly the reference of the call and topic to which your question relates (see *cover page*).

13. Important



IMPORTANT

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (e.g. *congestion, etc*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Topic page regularly. We will use it to publish updates and additional information on the call (call and topic updates).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all participants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all beneficiaries, affiliated entities and associated partners must be registered in the [Participant Register](#). The participant identification code (PIC) (one per participant) is mandatory for the Application Form.
- **Consortium roles** — When setting up your consortium, you should think of organisations that help you reach objectives and solve problems.

The roles should be attributed according to the level of participation in the project. Main participants should participate as **beneficiaries** or **affiliated entities**; other entities can participate as associated partners, subcontractors, third parties giving in-kind contributions. **Associated partners** and third parties giving in-kind contributions should bear their own costs (they will not become formal recipients of EU funding). **Subcontracting** should normally constitute a limited part and must be performed by third parties (not by one of the beneficiaries/affiliated entities). Subcontracting going beyond 30% of the total eligible costs must be justified in the application.

- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). They will have to choose a coordinator, who will take care of the project management and coordination and will represent the consortium towards the granting authority. In mono-beneficiary grants, the single beneficiary will automatically be coordinator.
- **Affiliated entities** — Applicants may participate with affiliated entities (i.e. entities linked to a beneficiary which participate in the action with similar rights and obligations as the beneficiaries, but do not sign the grant and therefore do not become beneficiaries themselves). They will get a part of the grant money and must therefore comply with all the call conditions and be validated (just like beneficiaries); but they do not count towards the minimum eligibility criteria for consortium composition (if any). Entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Articles 138(1) and 143(1) FR and that have a link with the applicant, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation, will be considered as entities affiliated to the applicant (See Article 190.1 (b) EU Financial [Regulation - 2024/2509](#)). If affiliated entities participate in your project, please do not forget to provide documents demonstrating their affiliation link to your organisation as part of your application.
- **Sole beneficiaries** - Associations and interest groupings (EEIG): Entities composed of members may participate as 'sole beneficiary' (see Article 190.1 (a) EU Financial Regulation 2024/2509). Please note that if the action will be implemented by the members, they should also participate (either as beneficiaries or as affiliated entities (if foreseen in the call), otherwise their costs will NOT be eligible). A "sole" beneficiary is a legal entity, whether established specifically or not for the action, and which is:

- formed of several legal entities complying with the eligibility, non-exclusion and selection criteria set out in this call for proposals, and implementing together the proposed action;
 - and whose participating members are identified in the grant application (Part A and B)
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant money). They may implement action tasks but in contrast to affiliated entities they do not need to have a capital or legal link to a beneficiary and cost incurred by Associated Partners can NOT be declared as eligible cost. In contrast to third parties giving in-kind contributions, the associated partners are fully named in the grant agreement and may implement important tasks by themselves. Entities that do not request funding or are not eligible for funding may participate in an action as Associated Partners, for example out of interest in contributing to the objectives of the action, gaining visibility, or participating due to ongoing (scientific) cooperation with a beneficiary. As with any other participant that does not sign the grant agreement, the beneficiaries need to ensure (e.g. through the consortium agreement) that Associated Partners implement their assigned action tasks in accordance with the grant agreement. The tasks must be set out in Annex 1.
- **Consortium agreement** — For practical and legal reasons it is recommended to set up internal arrangements that allow you to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives you the possibility to redistribute the grant money according to your own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows you to customise the EU grant to the needs inside your consortium and can also help to protect you in case of disputes.
- **Balanced project budget** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (e.g. own contributions, income generated by the action, financial contributions from third parties, etc). You may be requested to lower your estimated costs, if they are ineligible (including excessive).
- **Completed/ongoing projects** — Proposals for projects that have already been completed will be rejected; proposals for projects that have already started will be assessed on a case-by-case basis (in this case, no costs can be reimbursed for activities that took place before the project starting date/proposal submission).
- **No-profit rule** — Grants may NOT give a profit (i.e. surplus of revenues + EU grant over costs). This will be checked by us at the end of the project.
- **No cumulation of funding/no double funding** — It is strictly prohibited to cumulate funding from the EU budget (except under 'EU Synergies actions'). Outside such Synergies actions, any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances be declared under two EU grants; projects must be designed as different actions, clearly delineated and separated for each grant (without overlaps).
- **Combination with EU operating grants** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and you make sure that cost items are clearly separated in your accounting and NOT declared twice (see [AGA — Annotated Grant Agreement, art 6.2.E](#)). In order to demonstrate that the operating grant does not cover any costs of the action, the beneficiary should:
 - a. use analytical cost accounting that allows to separate all costs (including overheads) attributable to the operating grant and the action grant. For that purpose the beneficiary should use reliable accounting codes and allocation keys ensuring that the allocation of the costs is done in a fair, objective and realistic way.

b. record separately:

- all costs incurred for the operating grants (i.e. personnel, general running costs and other operating costs linked to the part of its usual annual activities), and
- all costs incurred for the action grants (including the actual indirect costs linked to the action)

If the operating grant covers the entire usual annual activity and budget of the beneficiary, the latter is not entitled to receive any indirect costs under the action grant.

- **Multiple proposals** — Applicants may submit more than one proposal for *different* projects under the same call (and be awarded funding for them).

Organisations may participate in several proposals.

BUT: if there are several proposals for *very similar* projects, only one application will be accepted and evaluated; the applicants will be asked to withdraw the others (or they will be rejected).

- **Resubmission** — Proposals may be changed and re-submitted until the deadline for submission.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this Call document (and the documents it refers to). Proposals that do not comply with all the call conditions will be rejected. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them doesn't, they must be replaced or the entire proposal will be rejected.
- **Cancellation** — There may be circumstances which may require the cancellation of the call. In this case, you will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Language** — You can submit your proposal in any official EU language (project abstract/summary should however always be in English). For reasons of efficiency, we strongly advise you to use English for the entire application. If you need the call documentation in another official EU language, please submit a request within 10 days after call publication (for the contact information, see *section 12*).
- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year on the [Europa website](#).

This includes:

- beneficiary names
- beneficiary addresses
- the purpose for which the grant was awarded
- the maximum amount awarded.

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.

- **Data protection** — The submission of a proposal under this call involves the collection, use and processing of personal data. This data will be processed in accordance with the applicable legal framework. It will be processed solely for the purpose of evaluating your proposal, subsequent management of your grant and, if needed, programme monitoring, evaluation and communication. Details are explained in the [Funding & Tenders Portal Privacy Statement](#).