Erasmus+ Programme (ERASMUS)

Call for proposals

Call for 3-year framework partnership agreements to support Civil Society Cooperation in the field of Education and Training, - and Youth

ERASMUS-2023-CSC-OG-FPA

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1.0	18.10.2022	▪ Initial version	
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DISCLAIMER:

The implementation of this call for proposals is subject to the adoption by the Commission of the review of the 2023 Annual Work Programme.

Therefore, this call for proposals does not legally bind the Commission. In case of a substantial modification, the contracting authority reserves the right to abandon or cancel the present call for proposals and to launch another call with different content and appropriate deadlines for submission.

EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.A - Erasmus+, EU Solidarity Corps
EACEA.A.5- Youth, EU Solidarity Corps and Aid Volunteers
EACEA.A.2 – Skills and Innovation

CALL FOR PROPOSALS

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0. Introduction

This is a call for proposals for 3-year framework partnership agreements in the form of operating grants in the field of civil society cooperation in education and training (topic 1) - and youth (topic 2) under the **Erasmus+ Programme**.

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

- Regulation 2018/1046 (EU Financial Regulation)

- the basic act (Erasmus+ Regulation 2021/817[1]).

⚠️ The implementation of this call for proposals is subject to the adoption by the Commission of the review of the 2023 Annual Work Programme.[2]

Therefore, this call for proposals does not legally bind the Commission. In case of a substantial modification, the contracting authority reserves the right to abandon or cancel the present call for proposals and to launch another call with different content and appropriate deadlines for submission.

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[1] Regulation (EU) 2021/817 of the European Parliament and of the Council of 20 May 2021 establishing Erasmus+: the Union Programme for education and training, youth and sport (OJ L 189, 28.5.2021, p. 1).

[2] Commission Implementing Decision C(2022) 6002 of 25 August 2022 on the financing of Erasmus+: the Union Programme for Education, Training, Youth and Sport and the adoption of the work programme for 2023.

The call will be managed by the **European Education and Culture Executive Agency (EACEA)** ('Agency').

Operating grants provide general financial support to organisations whose statutory activities serve the strategic objectives of EU policies *(mainly non-profit organisations, voluntary associations, foundations, NGOs or similar)*. They do not support a specific project (like action grants), but the annual operating budget of the organisation (or part of it). Operating grants are always mono-beneficiary grants supporting the work programme of activities of only one organisation[3]. They follow the same rules for the grant agreements as action grants, but do not differentiate between direct and indirect costs. Receiving an operating grant may however have an impact on the possibility to receive the indirect costs flat-rate in EU action grants *(see AGA — Annotated Grant Agreement, art 6.2.E)*.

Framework partnerships (FPAs) are long-term cooperation instruments that serve as umbrella for regular or recurrent grants in the same field or area, and under a common action plan (or work programme of activities). They are a prerequisite for being able to apply for these grants, but don't create any legitimate expectations or entitlement to get them. FPA beneficiaries are normally identified on the basis of a standard evaluation and award procedure and then invited to submit their proposals for Specific Grant Agreements (closed calls; addressed directly to the framework partners).

Please note that for the first year, the Framework Partnership Agreement (FPA) and the Specific Grant Agreement (SGA) calls are published in parallel due to time constraints. You must first complete the FPA application, and then use the FPA application number in your SGA application.

The call covers the following **topics**:

Topic 1: ERASMUS-EDU-2023-CSC-OG-FPA — Civil Society Cooperation in the field of Education and Training

Topic 2: ERASMUS-YOUTH-2023-CSC-OG-FPA – Civil Society Cooperation in the field of Youth

Each project application under the call must address only one of these topics.

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)

    - 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)

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[3] Affiliated entities and associated partners are not allowed in the framework of this call.

-   − 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)*.

You are also encouraged to visit the Erasmus+ Project Results website to consult the list of projects funded previously.

1. Background

This call aims to set up 3-years' Framework Partnership Agreements with European Civil Society Organisations.

Cooperation with high quality civil society organisations is relevant due to their broad contact with end users through their extensive networks at both European and national level. They have a dual role given their top-down multiplier effect and their bottom-up contribution to policy development.

The cooperation will also promote policy transfer, learning and support on EU objectives and priorities among the relevant stakeholders in the participating countries as well as relay their views to the Commission.

Such cooperation contributes to create a broad sense of ownership in relation to EU actions and policies relevant to people and to take into consideration ideas and concerns of civil society at all levels.

It is vital for securing the active involvement of civil society stakeholders, for promoting their participation in the Erasmus+ Programme, the European Solidarity Corps and other European Union programmes and for disseminating policy, programme results and good practice among stakeholders through their networks and beyond.

Specifically for the two topics:

Topic 1

Cooperation with civil society organisations in the field of education and training is important for raising awareness about and contributing to the achievement of the European Education Area and other European sector-specific policy agendas among Europe's citizens.

Cooperation with civil society organisations is also instrumental in providing the Commission with analysis and advice on the main education and training priorities, as established under the European Education Area[4] and the Digital Education Action Plan[5].

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[4] Communication on Achieving the European Education Area by 2025 (EEA Communication);

Topic 2

Cooperation with civil society organisations in the field of youth is necessary for raising awareness about the EU Youth Strategy[6] and the legacy of the European Year of Youth[7].

Cooperation with civil society organisations is also instrumental in providing the Commission with analysis and advice on the main youth priorities, especially those established under the EU Youth Strategy.

Cooperation with civil society organisations in the youth field is essential in realising the principles of youth participation in democratic life as laid down in article 165 of the Treaty on the Functioning of the European Union and the EU Youth Strategy[8].

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

Topic 1: ERASMUS-EDU-2023-CSC-OG-FPA

Objectives

The objective of the present topic is to provide structural support, referred to as operating grants, to European non-governmental organisations (ENGOs) and EU-wide networks active in the field of education and training pursuing the following general aims:

- ✓ Raise awareness of European policy agendas in education and training, in particular for the European Education Area.

- ✓ Increase stakeholder commitment and cooperation with public authorities for the implementation of policies and reforms in the fields of education and training, in particular for the implementation of policies in line with the European Education Area objectives, and in areas relevant for the country-specific recommendations issued in the framework of the European Semester.

- ✓ Boost stakeholder participation in the fields of education and training, including by building upon the potential of digital communication alongside other forms of participation.

- ✓ Boost involvement of stakeholders and civil society in the dissemination of policy and programme actions, including results and good practice among their membership and beyond.

The topic also embraces the four general priorities of the Von der Leyen Commission as embedded in the Erasmus+ programme namely – *inclusion and diversity, - digital*

Council Resolution on a strategic framework for European cooperation in education and training towards the European Education Area and beyond (2021-2030) (EEA Strategic framework Resolution);
Council Resolution on the governance structure of the strategic framework for European cooperation in education and training towards the European Education Area and beyond (2021-2030) (Governance Resolution).

[5] Digital Education Action Plan (2021-2027) | European Education Area (europa.eu).

[6] Resolution of the Council of the European Union and the Representatives of the Governments of the Member States meeting within the Council on a framework for European cooperation in the youth field: The European Union Youth Strategy 2019-2027 (OJ 2018/C 456/01): https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv%3AOJ.C_.2018.456.01.0001.01.ENG&toc=OJ%3AC%3A2018%3A456%3AFULL.

[7] Decision (EU) 2021/2316 of the European Parliament and of the Council of 22 December 2021 on a European Year of Youth (2022) https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32021D2316.

[8] Idem footnote 6.

transformation, - environment and fight against climate change as well as *participation in democratic life.*

These general objectives draw on the assets of ENGOs and EU-wide networks, and on their capacity to reach out to large numbers of interested parties and to advocate EU policy priorities. They should therefore be clearly embedded in the work plans, activities and deliverables of the applicant organisations.

Themes and priorities (scope)

Civil society organisations active in the field of education and training are expected to develop and implement **innovative, targeted and creative** strategies and activities to support the effective implementation of reforms and actions in the following areas:

- *Improving quality, equity, inclusion and gender equality for all in education and training;*

- *Supporting the green and digital transitions in and through education and training;*

- *Enhancing competence and motivation in the education profession - teachers and trainers;*

- *Reinforcing European higher education;*

- *Making lifelong learning and mobility a reality for all;*

- *Contributing to the geopolitical dimension of the European Education Area.*

Topic 2:   ERASMUS-YOUTH-2023-CSC-OG-FPA

Objectives

The objective of the present Topic is to provide structural support, referred to as operating grants, to European non-governmental organisations (ENGOs) and EU-wide networks active in the field of youth pursuing the following general aims/objectives:

- Raise awareness of the EU Youth Strategy including the European Youth Goals, through actions to engage, connect and empower youth;

- Increase commitment and cooperation of youth civil society actors with public authorities for the implementation of policies in areas relevant for young people;

- Boost youth stakeholder participation, including by building upon the potential of digital communication alongside other forms of participation;

- Boost youth civil society involvement in the dissemination of policy and programme actions including results and good practices among their membership and beyond.

The Topic also embraces the four general priorities of the Von der Leyen Commission as embedded in the Erasmus+ programme namely – *inclusion and diversity, - digital transformation, - environment and fight against climate change* as well as *participation in democratic life.*

These general objectives draw on the assets of youth ENGOs and EU-wide networks and on their capacity to reach out to large numbers of interested parties and to

advocate EU policy priorities. They should therefore be clearly embedded in the work plans, activities and deliverables of the applicant organisations.

Themes and priorities (scope)

The EU Youth Strategy 2019-2027 focuses on **three core areas of action**:

- **ENGAGE** which aims towards a meaningful civic, democratic, economic, social, cultural and political participation of young people;

- **CONNECT** which is to foster different and inclusive forms of learning mobility for young people across the European Union and beyond, to make new connections, relations and exchange of experience, as well as engagement in solidarity and volunteering activities;

- **EMPOWER** which aims to encourage young people to take charge of their own lives.

In line with the EU Youth Strategy, the Topic will promote activities aiming at engaging, connecting and empowering young people.

Activities that can be funded (scope) **– For both Topic 1 and Topic 2**

Eligible activities must be directly linked to the objectives and priorities of each topic and must be coherent, consistent and cost-effective. Activities may be performed at European, cross- border, national, regional or local level. The activities described should cover the three years of the framework partnership agreement.

Every year, an operating grant (through a Specific Grant Agreement) may be awarded to Framework Partners in order to finance their activities, insofar as they are in line with the objectives of the programme in the area concerned and the policy priorities that may be established by the Commission. The costs of general administrative expenditure necessary for the running of these organisations may also be covered within the yearly SGA.

For topic 1: EU-wide networks are expected to actively contribute to the annual reflections on the implementation of the European Education Area, in particular by engaging their members in preparing, participating and implementing activities that can feed into such reflections. This includes implementing events and conferences where EU work towards building the European Education Area will be the focus.

For topic 2: The organisations active in the field of youth that will be supported under this call are expected to carry out activities such as (the following is an indicative non-exhaustive list):

- Activities facilitating access and participation of stakeholders in the implementation of EU policy priorities in the field of youth, including those activities building on the achievements and contributing to the long-lasting legacy of the European Year of Youth;

- Exchanges of experience and good practice; networking and partnerships with other stakeholders;

- Capacity-building for the member organisations, including peer learning, training, advisory, guidance and coaching activities to improve the effectiveness of policy actions;

- Initiatives and events for developing the membership of the ENGO/EU-wide networks;

- Awareness-raising, information, dissemination and promotion activities (seminars, workshops, campaigns, meetings, public debates, consultations, etc.) on EU policy priorities in the field of youth and on EU funding instruments (EU programmes, in particular Erasmus+, European solidarity Corps) to support these priorities;

- Cooperation activities to increase policy impact on target groups, sectors and/or systems.

All the above activities should contribute to widening the outreach towards young people to ensure a diversity of voices, reach young people within and beyond youth organisations and youth with fewer opportunities, thereby using a variety of traditional and digital channels.

Expected impact – **For both Topic 1 and Topic 2**

- The expected quantitative and qualitative impacts of the activities and deliverables on the target group(s), on policy or strategies concerned, in the short and long term and at European, national, regional or local level.

- The impact of involving target groups in the proposed activities and in the production of the proposed deliverables.

- The impact of the work programme on awareness and active commitment, and how it will facilitate exchanges and debates between actors from different sectors, levels and countries on key policy issues.

3. Available budget

The total budget earmarked for grants calls under this framework partnership call is EUR 5.000.000 for topic 1 and 8.000.000 EUR for topic 2 for the calendar year 2023.

Depending on the number and quality of proposals, we expect to sign between 25 and 40 framework partnerships for topic 1, - and between 70 and 90 framework partnerships for topic 2.

4. Timetable and deadlines

Timetable and deadlines (indicative)	
FPA	
Call opening:	18 October 2022
Deadline for submission:	13 December 2022 – 17:00:00 CET (Brussels)
Evaluation:	January-March 2023
Information on evaluation results:	March 2023
FPA signature:	April 2023
First SGA call	
Invitations to submit proposals:	n/a
Opening for submission:	18 October 2022
Deadline for submission:	20 December 2022 – 17:00:00 CET (Brussels)

Evaluation:	January – March 2023
Information on evaluation results:	March 2023
GA signature:	April 2023

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 Search Funding & Tenders 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) *(to be filled in directly online)*

- Application Form Part B — contains the technical description of the project *(to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded)*

- Part C containing additional project data *(to be downloaded from the Portal Submission System, completed and then re-uploaded)*

- **mandatory annexes and supporting documents** *(to be uploaded)*:

    - detailed budget table/calculator: not applicable

    - CVs of core project team: not applicable

    - activity reports of last year: not applicable

    - list of previous projects (key projects for the last 4 years): applicable *(template available in Part B)*

    - a copy of the applicant's organisation's articles of association and official certificate of registration (**only EU-wide networks in education and training – Topic 1, Category 2**): applicable. *(To be uploaded as only 1 document in the portal in the field 'Other annexes')*

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 it complies with the conditions for receiving EU funding (especially eligibility, financial and operational capacity, exclusion, etc). Before signing the framework partnership, 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**.

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

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 applicant (beneficiaries and affiliated entities) must:

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

listed EEA countries and countries associated to the Erasmus+ Programme or countries which are in ongoing negotiations for an association agreement and where the agreement enters into force before grant signature (list of participating countries).

To be eligible, applicants must be:

- ✓ non-governmental;
- ✓ not-for-profit-making;

Neither Erasmus+ National Agencies nor organisations having overwhelmingly Erasmus+ National Agencies as members (2/3 or more) are eligible organisations under this Call.

For topic 1, this Call is open for two categories of bodies:

- ✓ Category 1: European non-governmental organisations (ENGO) in the field of education and training;
- ✓ Category 2: EU-wide networks in the field of education and training.

Please refer to the detailed definitions of the two categories of eligible applicants provided below.

Category 1: European non-governmental organisation (ENGO) in education and training

For the purpose of this programme, these are NGOs that operate through a formally recognised structure composed of a European body/secretariat legally established for at least one year in an EU Member State or third country associated to the Programme and of national organisations/branches in at least nine EU Member States and third countries associated to the Programme. These national organisations/branches must:

- have a proven statutory link[9] with the European body/secretariat;
- be active in the field of education and training.

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[9] This notion implies that the cooperation between the organisations concerned is based on a formalised/documented relation, which is neither limited to the project they apply for, nor established for the sole purpose of its implementation. This link can cover many forms, from a very integrated one (e.g. one "mother organisation" with its national branches/affiliated entities with or without proper legal entity) to a looser one (e.g. a network functioning through a clearly defined membership modality requiring for instance: the payment of a fee, the signature of a membership contract/agreement, the definition of rights and obligations from the two parties, etc.).

Category 2: EU-wide network

An EU-wide network is an umbrella organisation of European non-governmental organisations (ENGOs as defined in category 1). The specificity of such a EU-wide network is that its members are themselves NGOs at European level. A European umbrella organisation thus represents a very large number of European stakeholders and covers a wide range of policy domains. It must:

- ✓ Be composed of legally autonomous ENGOS as defined in category 1 and be active in the implementation of the Strategic framework for European cooperation in education and training towards the European Education Area and beyond (2021-2030);

- ✓ Fulfil the <u>three</u> following requirements:

  a) represent more than one major stakeholder group – such as: learners (at all levels of education and training), the teaching profession (including teachers, trainers and school leaders), parents, etc;

  <u>and</u>

  b) be active in <u>all</u> the following sectors:

  - early childhood education and care
  - school education
  - higher education
  - vocational education and training
  - adult learning

  <u>and</u>

  c) be active in more than one major cross-sector area (such as citizenship education, ICT and digital education, language learning, entrepreneurship education, etc.) involving one or more representative stakeholder groups as described above;

- ✓ Be *formally* established, i.e. have legal personality and have been legally registered for at least two years in an Eligible country on the date of submission of the application (applicants must submit a copy of the applicant's organisation's articles of association and official certificate of registration - see section 5. Admissibility and documents);

- ✓ Have a minimum of 20 member organisations (ENGOs as defined in category 1);

- ✓ Be independent of public authorities, of political parties and commercial organisations;

- ✓ Have at least 7 staff members (staff employed).

For topic 2, this Call is open to two categories of bodies:

Category 1: European non-governmental organisation (ENGO) in youth

For the purpose of this programme, these are NGOs that operate through a formally recognised structure composed of a European body/secretariat legally established for at least one year in an EU Member State or third country associated to the Programme and of national organisations/branches in at least nine EU Member States and third countries associated to the Programme. These national organisations/branches must:

- have a proven statutory link[10] with the European body/secretariat;

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[10] This notion implies that the cooperation between the organisations concerned is based on a formalised/documented relation, which is neither limited to the project they apply for, nor established

- be active in the field of youth.

Category 2: EU-wide network in youth

An **EU-wide network (informal network)** must:

- ✓ Be composed of legally autonomous non-profit organisations active in the field of youth and running activities that support the implementation of the fields of action of the EU Youth Strategy;
- ✓ Operate through an informal governance setting, composed of a) an organisation legally established for at least one year on the date of submission of the application in a Eligible Country with functions of coordination of and support to the network at European level (the Applicant); and b) other organisations established in at least nine Eligible Countries;
- ✓ Involve young people in the management and governance of the network.

In order to justify the links between the different organisations involved in the informal network a memorandum of understanding signed between all organisations involved must be sent at grant agreement stage.

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

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. The rules on eligible countries do not apply to them.

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 persons[11].

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

Associations and interest groupings — Entities composed of members may participate as 'sole beneficiaries' or 'beneficiaries without legal personality'[12]. ⚠ 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).

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for the sole purpose of its implementation. This link can cover many forms, from a very integrated one (e.g. one "mother organisation" with its national branches/affiliated entities with or without proper legal entity) to a looser one (e.g. a network functioning through a clearly defined membership modality requiring for instance: the payment of a fee, the signature of a membership contract/agreement, the definition of rights and obligations from the two parties, etc.).

[11] See Article 197(2)(c) EU Financial Regulation 2018/1046.

[12] For the definitions, see Articles 187(2) and 197(2)(c) EU Financial Regulation 2018/1046.

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations *(see list above)* may participate in the call and can sign grants if the negotiations are concluded before grant signature (with retroactive effect, if provided in the agreement).

EU restrictive measures — Special rules apply for certain entities *(e.g. 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)[13] and entities covered by Commission Guidelines No 2013/C 205/05[14])*. 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).

For more information, *see Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment*.

Consortium composition

Only applications by single applicants are allowed (single beneficiaries).

Eligible activities

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

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).

Projects must comply with EU policy interests and priorities *(such as environment, social, security, industrial and trade policy, etc)*.

Financial support to third parties is not allowed.

Geographic location (target countries)

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

Duration

The foreseen duration of activities under these Framework Partnership Agreements is 36 months (extensions are possible, if duly justified and through an amendment).

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 these 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

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[13] 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.

[14] Commission guidelines No 2013/C 205/05 on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

account other aspects, such as dependency on EU funding and deficit and revenue in previous years.

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

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations

- public legal entities, and institutions and organisations in the fields of education and training, youth and sport that have received over 50% of their annual revenue from public sources over the last two years.

- if the project 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

- request that you are replaced or, if needed, reject the entire proposal.

For framework partnerships, the financial capacity check will be done only once at FPA-level, for all applicants (since no budget threshold because no budget).

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 operational capacity via the following information:

- profiles (qualifications and experience) 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).

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

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

For framework partnerships, the operational capacity check will be done generally at FPA-level and then again for each grant application in the grants calls.

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 participate[15]:

– bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)

– 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 misconduct[16] (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 framework partnership)

– 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 framework partnership)

– 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 framework partnership)

– guilty of irregularities within the meaning of Article 1(2) of Regulation No 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 framework partnership)

– 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 framework partnership).

Applicants will also be refused if it turns out that[17]:

– during the award procedure they misrepresented information required as a condition for participating or failed to supply that information

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[15] See Articles 136 and 141 of EU Financial Regulation 2018/1046.

[16] Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain advantage.

[17] See Article 141 EU Financial Regulation 2018/1046.

— 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).

For framework partnerships, exclusion will be checked before FPA signature and then again before signature of each grant.

8. Evaluation and award procedure

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 (for each topic) 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 (within a topic or budget envelope) 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 'Quality. When these scores are equal, priority will be based on their scores for the criterion 'Impact'.

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.

3) After that, the remainder of the available call budget will be used to fund projects across the different topics in order to ensure a balanced spread of the geographical and thematic coverage and while respecting to the maximum possible extent the order of merit based on the evaluation of the award criteria.

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. Compliance will be a pre-condition for signing the framework partnership.

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 are considered to have been accessed and that deadlines will be counted from opening/access *(see also Funding & Tenders Portal Terms and Conditions)*. Please also

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

9. Award criteria

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

Topic 1:

	Criteria	Score
1	*Relevance*	…/30 points
	The scope of the 3 years' work programme and activities will be assessed in terms of their relevance to the aims and objectives of the Topic and in particular: • the extent to which the applicant runs activities that support the implementation of EU policies in the sector of education and training; • their relevance to the aims and objectives of the Resolution of the Strategic framework for European cooperation in education and training towards the European Education Area and beyond (2021-2030) and the Digital Education Action Plan; • their relevance for the activities to be carried out in regard to increasing stakeholder commitment and cooperation with public authorities for the implementation of policies in the field of education and training; • their relevance to education areas as early childhood education and care, school education, higher education, vocational education and training, adult learning including dealing with at least one major cross-sector priority areas: inclusive education and education for social inclusion, digital education, education for a green and ecologic transition. The overall relevance of the activities and deliverables to the aims and objectives of the Applicant.	
2	*Quality* – *Project design and implementation*	…./50 points
	The following aspects will be assessed: • the quality of the 3 years' work programme and its planned activities and deliverables in terms of content, approach and methodology in relation to the aims; • how the tasks are distributed among the network / organisations / branches / members with regard to relevance, balance and an efficient achievement of the aims; • the quality of the management arrangements; • the financial management and cost effectiveness; • the transnational and multilingual character of activities and products developed; • if the proposal follows on from previous activities, the	

	added value of the current proposal in relation to these activities. • the profile, number and diversity of background of the network members as well as participants / stakeholders involved in the activities.		
3	***Impact***	…/20 points
	The scope of the work programme, its multiplier effect, the sustainable impact and long-term viability of the activities and deliverables will be assessed against this criterion, in particular: • the expected results, outcomes, and deliverables such as policy contributions, position papers and events, awareness-raising and training programmes, events and materials, information and guidance materials and events, etc.; • the expected short- and long-term quantitative and qualitative impact of the activities and deliverables on the target groups, and, beyond these groups, policies, strategies or systems at European, national, regional or local level; • how the work programme will facilitate exchanges and debates between actors from different sectors and levels and different countries; • the measures planned to ensure the visibility of the activities / deliverables / results; • how the dissemination and exploitation plans will ensure optimal use of the results among and beyond organisations/branches/members, during the period covered by the grant; • the proposed contributions / recommendations to be addressed to policy makers, education and training providers and other stakeholders at European, national, regional or local level.	
	Total	…/100 points
	Total %	…%

Topic 2

	Criteria	Score
1	***Relevance***	…/30 points
	The scope of the 3 years' work programme and activities will be assessed in terms of their relevance to the aims and objectives of the Topic and in particular: • the extent to which the applicant runs activities that support the implementation of EU policies in the youth sector; • their relevance to the aims and objectives of the EU Youth	

	Strategy and the European Youth Goals; • their relevance for the activities to be carried out in regard to increasing commitment and cooperation of youth civil society actors with public authorities for the implementation of policies in areas relevant for young people (including taking into account the legacy of the European Year of Youth); • The overall relevance of the activities and deliverables to the aims and objectives of the Applicant.	
2	**Quality** – *Project design and implementation*	…./50 points
	The following aspects will be assessed: • the quality of the 3 years' work programme and its planned activities and deliverables in terms of content, approach and methodology in relation to the aims; • how the tasks are distributed among the network / organisations / branches / members with regard to relevance, balance and an efficient achievement of the aims; • the quality of the management arrangements; • the financial management and cost effectiveness; • the transnational and multilingual character of activities and products developed; • if the proposal follows on from previous activities, the added value of the current proposal in relation to these activities. • the profile, number and diversity of background of the network members as well as participants / stakeholders involved in the activities.	
3	*Impact*	…/20 points
	The scope of the work programme, its multiplier effect, the sustainable impact and long-term viability of the activities and deliverables will be assessed against this criterion, in particular: • the expected results, outcomes, and deliverables such as policy contributions, position papers and events, awareness-raising and training programmes, events and materials, information and guidance materials and events, etc.; • the expected short- and long-term quantitative and qualitative impact of the activities and deliverables on the target groups, and, beyond these groups, policies, strategies or systems at European, national, regional or local level; • how the work programme will facilitate exchanges and debates between actors from different sectors and levels and different countries;	

	• the measures planned to ensure the visibility of the activities / deliverables / results; • how the dissemination and exploitation plans will ensure optimal use of the results among and beyond organisations/branches/members, during the period covered by the grant; • the proposed contributions / recommendations to be addressed to policy makers, youth providers and other stakeholders at European, national, regional or local level.	
	Total	…/100 points
	Total %	…%

Award criteria	Minimum pass score	Maximum score
Relevance	15	30
Quality — Project design and implementation	25	50
Impact	10	20
Overall (pass) scores	**60**	**100**

Maximum points: 100 points.

Individual thresholds per criterion: 15/30, 25/50, and 10/20 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 call budget. Other proposals will be rejected.

10. Legal and financial set-up of the Grant Agreements (n/a for FPA)

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 EULogin 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 Search Funding & Tenders section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter).

Submit your proposal in 4 parts, as follows:

– Part A includes administrative information about the applicant organisations (future coordinator, beneficiaries, affiliated entities and associated partners). 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

– Part C containing additional project data. to be downloaded from the Portal Submission System, completed and then re-uploaded.

– 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 might 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

– FAQs 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:

For topic 1: EACEA-CIVIL-EDU@ec.europa.eu

For topic 2: EACEA-YOUTH@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.
>
> - **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).
>
> - **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 participate without funding and therefore do not need to be validated.
>
> - **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.
>
> - **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).
>
> - **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 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.

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- **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 Regulation [2018/1725](). 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.]()