



Preparatory Action

Call for proposals

*Building a trustworthy social media sphere: countering
disinformation on social media for young Europeans
(PPPA-2025-DISINFORMATION-YOUNG)*

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CALL FOR PROPOSALS

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O. 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 Preparatory action within the meaning of Article 58(2)(b)

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: **Building a trustworthy social media sphere: countering disinformation on social media for young Europeans**

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)
 - 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 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(2025)1576 final of 18/03/2025 concerning the adoption of the work programme for 2025 and the financing decision for the implementation of the pilot projects and preparatory actions in the field of "Communications Networks, Content and Technology".

1. Background

The rise of social media as a primary source of news for young Europeans has made information integrity more crucial than ever³. Because social media platforms often rely on algorithms that prioritise engagement over accuracy when disseminating content, they may amplify sensational or misleading content. In that view it is critical that young audiences, who are highly connected and active on social media, are equipped with information and skills that allows them to navigate safely in this environment and to critically assess sources and claims. Erosion of trust in reliable information can also impact societal discourse, increase polarisation and impact democratic processes. Promoting information integrity on social media is therefore essential for building societal resilience and robust democratic debate. Against this backdrop, initiatives bolstering relevant media and digital literacy skills — delivered on social media platforms, in multiple languages and adapted to local specificities across the European Union — can be an impactful way to raise awareness about risks related to the online media environment, including foreign interference, information manipulation and false information. They can foster critical thinking, raise awareness and equip users with concrete skills on how to detect and counter such risks, contributing to stronger societal resilience.

In order to maximise impact and reach, such initiatives should aim for strong cross-sector collaboration involving actors from media, arts, technology, and civil society, including media literacy professionals and content creators. Initiatives are likely to be effective if they use credible, youth-oriented content from trusted creators, such as artists, influencers, other content creators, and fact-checkers. To ensure that the perspectives, life realities and media consumption patterns of young Europeans are accurately reflected and catered for, bottom-up processes that actively involve them are also of key importance. Moreover, a truly pan-European approach is needed to ensure that players across the EU benefit from shared resources and best practices while fully catering for and building on linguistic and cultural diversity. In line with well-established media literacy practices, content focussed on informing young Europeans about the threats related to information integrity should be centred around explaining the manipulative mechanisms and distribution tactics that are used to mislead. In the same vein, such content should be editorially independent.

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

Objectives

The objective of this call is to foster the awareness and resilience of young Europeans related to information integrity risks, strengthening relevant media and digital literacy skills. This to equip them with the skills and knowledge to navigate safely and critically in the online information space and participate in society as active and informed citizens. This should be achieved by developing engaging, multilingual content tailored to the consumption patterns and interests of young Europeans. Ensuring a broad coverage of at least thirteen EU Member States is a key criterion for the proposal evaluation.

³ As found by the 2024 YouthSurvey, social media is the top source of political and social issues for 42% of EU Citizens aged 16-30 years old. Respondents furthermore expressed great awareness about their exposure to disinformation, with 76% believing they had been exposed to disinformation and fake news in the seven days prior to the survey. See: [Youth survey 2024 - February 2025 - - Eurobarometer survey](#)

For the purpose of this Call for proposals:

- Social media are defined as internet-based applications such as social networks, blogs, multimedia content-sharing sites, including video-sharing and audio-sharing platforms, networked gaming apps and wikis.
- Influencers are defined as individuals publishing content on social media, **irrespective of the content format (videos, posts, podcasts...), whether or not they** do this as primary activity, and irrespective of whether they derive an income from this activity. They must have a meaningful follower base among young Europeans (15-30 years) in at least one European Union Member State and agree to collaborate related to **covering the issues described in the Call's specific objectives**, and engage related to it with their followers. Influencers may include artists, brand ambassadors, educators and any kind of digital content creators.
- Information integrity is defined as a safely navigable information sphere that promotes access to accurate, reliable, evidence-based, and plural information sources to all, fully upholding the freedom of speech and enabling individuals to be exposed to plural and diverse ideas, make informed choices, and better exercise their rights⁴. Risks related to information integrity include foreign interference and information manipulation, different online manipulation tactics and techniques, malicious disinformation campaigns, conspiracy theories, artificial amplification of content, undeclared use of generative AI in the form of manipulated pictures, deep fakes, voice manipulation etc.

Specific Objectives:

- To involve young Europeans and influencers in a participatory process to create engaging content on the risks threatening information integrity. The content should include ways to identify, understand and counter such threats while promoting critical thinking among young Europeans aged 15–30.
- To disseminate editorially independent content across all at least thirteen EU Member States through a media literacy campaign that leverages creative storytelling by mobilising influencers, supported by digital media and artificial intelligence.
- To foster new collaborations between information integrity professionals (e.g. fact-checkers, media literacy practitioners, civil society organisations) and influencers, so that they can join forces and learn from each other on ways to promote media literacy and critical thinking among young Europeans. Such collaborations should also aim to support the creation of a virtual community allowing influencers to easily connect with fact-checkers, media literacy practitioners and other information integrity professionals across Europe.
- To collect and share lessons learned on how influencers can integrate information integrity best practices in their work, including by raising the trustworthiness of their own content. This should involve an evaluation of the reach, impact and effectiveness of the conducted campaigns by the consortium partners.

⁴ For key definitions of information integrity, see [Information Integrity | United Nations](#), as well as [OECD Recommendation of the Council on Information Integrity](#)

Themes and priorities (scope)

The call seeks to fund two innovative projects that implement the following activities in all covered Member States.

1. Design a participatory process involving young Europeans and influencers

The consortium will design and implement a participatory process to allow young Europeans to share their ideas, questions and concerns related to the online information space and information integrity, involving them in the creation and dissemination of engaging content to address information integrity and safety online. The objective is to ensure strong involvement of young Europeans as well as influencers at all stages, from design to delivery. This aims to ensure that the multimedia content, and the campaigns designed to disseminate it, are as targeted and relevant as possible to young **Europeans' interests while also leveraging on the experience, knowledge and follower base of influencers.**

At a minimum, the consortium should:

- develop a participatory framework that engages young Europeans and influencers – EU wide - in identifying relevant issues and formats for the multimedia content to be developed, ensuring that their voices and perspectives are integrated into the project lifecycle,
- organise one or more kick-off event(s) to bring together participating influencers, influencer association members and consortium members. The objective of this kick-off event, which may allow virtual modes of participation, will be to set common expectations among all participants, provide key **information on the project's objectives, rules, and milestones, and allow for the establishment of collaborations among influencers, and between influencers and information integrity professionals.** The event should be designed to be attractive to a variety of influencers interested by the topic of information integrity, offering networking and learning opportunities, foster alignment on responsible practices as well as the possibility to get a chance to be selected for **the closing "web series" (see point 2),**
- organise a closing event showcasing the variety of content produced as part of the project and allowing for the collection of feedback from all participants, including young Europeans and influencers,
- organise a minimum of 4 live events or interactive booths across different European locations that bring together young Europeans, influencers, and experts to discuss and create content around information integrity. The events should allow participants to share their ideas, feedback, and concerns, and provide a safe space for discussion and debate,
- establish an active and sustainable community allowing for fruitful exchanges between influencers and information integrity professionals. The community should also promote cross-border collaborations of influencers from different EU Member states.

Applicants are encouraged to propose engaging, innovative means to implement the above activities. Some possible, non-exhaustive and non-mandatory examples of implementation include:

- hosting a series of hackathons or ideathons that bring together young Europeans, influencers, developers, and experts to create innovative solutions to address threats related to information integrity.
- developing a social media challenge that encourages young Europeans to share their own stories and experiences using a dedicated hashtag.

2. Produce youth-oriented content related to the threats to information integrity and ways to counter them

The consortium will produce engaging multilingual multimedia content that caters to the needs and preferences and consumption habits of 15- to 30-year-olds across all covered Member States. Designed and disseminated via partnerships with key influencers, this content may be produced in different formats, and is expected to include:

- independent content pieces, produced by influencers on their own channels, having as central theme information integrity, with the objective of helping young Europeans understand the mechanisms at play and the tactics applied by malicious actors, thereby increasing their resilience. Influencers are expected to be in control of the creative process and content, meaning that they are expected to address the issues covered by this call from their own perspective, with their own style (be it humorous or serious, documentary or fictional, etc.). The influencer-led content produced should be clearly identified as part of the campaign (e.g. via a dedicated hashtag).
- a final deliverable in the form of high-quality web series incorporating the best content produced during the campaign, highlighting in particular the most fruitful cross-border collaborations among influencers, and between influencers and information integrity professionals. The different elements/episodes of the series should cover different aspects of information integrity and should involve influencers from across EU Member States, allowing each of them to bring their own style to the common project. The consortium will have to design a transparent process for the elaboration of this final deliverable, including as regards the selection of content pieces.

In general, the content produced should deepen young Europeans' understanding of information integrity, while incorporating insights from information integrity professionals such as fact-checkers and trust-and-safety professionals. The goal is to ensure that the final products reflect youth' voices and drive critical evaluation of what they read, watch and share. The content creation process should be editorially independent, including from any public authorities and political parties, while ensuring the respect of ethical guidelines and standards of information integrity. If digital advertising forms part of the proposed activities, the share of digital advertising costs shall not exceed 5% of the total eligible direct costs for the project.

At a minimum, the consortium should:

- develop a comprehensive content strategy that addresses the risks related to information integrity,
- embed ethical guidelines and standards on information integrity for the produced content (see point 4),
- create a substantial body of multimedia content tailored to different age groups, languages, and cultural contexts within the 15-30 years old range.

Applicants are encouraged to propose engaging, innovative means to implement the above activities. Some possible, non-exhaustive and non-mandatory examples of implementation could include:

- **producing social media content showcasing young Europeans' personal** experiences related to information integrity risks and how they learnt to identify and counter such risks.
- developing interactive tools, such as quizzes or games, that empower young users to critically assess the credibility of online content.
- creating podcasts that explore information integrity and media literacy through humour, storytelling, and fictionalized scenarios, possibly featuring influencers or experts who can help to demystify concepts in a relatable tone.
- launching a motion comic series where characters navigate a world impacted by information integrity challenges, revealing the emotional and societal consequences and teaching media-savvy skills through storytelling.
- producing an influencer-hosted talk show that combines entertainment and education, featuring guest interviews, challenges, and myth-busting segments targeting current viral falsehoods.

Proposals are encouraged to incorporate current relevant societal topics that are in the focus of the interest of young Europeans and targeted by foreign interference and disinformation campaigns, as illustrative examples. Applicants should specify how they will ensure culturally relevant outputs across all covered Member States.

3. Develop a wide, cross-national and inclusive media literacy campaign

The consortium will design and implement a comprehensive digital media campaign that will ensure an EU-wide and as broad as possible dissemination of the multimedia content produced under point 2. The campaign will also serve to maintain an overview of all activities related to the project and to collect relevant metrics on reach and impact (audiences reached via the different channels used, number and quality of interactions **with the campaign content, etc.**). **The campaign's key messages will support the** objective of this Call for proposals, which is to promote critical thinking and responsible online behaviour among young Europeans aged 15–30 by helping them identify, understand and counter the mechanisms that threaten information integrity.

Importantly, the campaign should be multilingual and guarantee a comprehensive geographical coverage, with impactful communication activities undertaken in at least thirteen EU Member States. To maximise their individual impact, the two awarded projects will be encouraged to seek synergies with each other wherever possible.

At a minimum, the consortium should:

- design an effective campaign strategy with concrete key performance indicators (e.g. number of young Europeans to be reached in each segment and country, type and quality of interactions, for instance via sentiment analysis, time spent on interactive content, qualitative feedback obtained during the participative events, etc.). The consortium should ensure that measures are implemented from the start of the project to allow for a consistent tracking of all activities (e.g. use of a dedicated hashtag, system for collecting and aggregating social media metrics). The system for tracking and evaluating the impact of the content should serve to provide key learnings and a measure of success for the implemented activities.

- ensure that content is disseminated across all targeted countries, with a particular emphasis on the final deliverable (web series),
- develop a multilingual and cultural adaptation strategy that ensures content is accessible and relevant to diverse audiences across Europe,
- curate the content in a central space for easy reference and access (e.g. campaign website),
- ensure that content is accessible and usable for people with disabilities, using accessible formats and technologies,

Some possible examples of implementation to increase reach and accessibility of the content include:

- creating a network of regional ambassadors, including influencers and young Europeans, who can promote the content and engage with local audiences, using social media and community outreach.
- curating and promoting all content produced during the project in multiple EU languages, using subtitles, dubbing, or translation.
- teaming up with media literacy practitioners, civil society organisations, information integrity professionals, organisations that specialise in accessibility and disability support, and other organisations that are active in a field relevant for the call, to raise awareness about the project and explore collaboration and dissemination opportunities to reach a broad audience.

4. Ensure compliance with ethical guidelines and standards on information integrity

The consortium will apply ethical guidelines and standards on information integrity in their partnerships with influencers and in the whole process for producing and disseminating multimedia content. This will ensure that the output is accurate, trustworthy, ethical, and privacy-respecting.

The guidelines and standards could take inspiration from the European Code of Conduct on Disinformation⁵ and/or existing professional charters for digital content creators. They should cover, at a minimum:

- Accuracy and trustworthiness, including fact-checking and source transparency: This includes clearly distinguishing facts from opinions, as well as verifying information before sharing it online, including by consulting credible sources such as those provided by independent fact-checkers.
- Responsibility and respect for others: Social media content can have significant impacts on individual and communities. In addition to fully abiding by existing legislation, participating influencers should commit to refrain from sharing potentially harmful content, including misleading or polarising content. User feedback loops should also be considered to encourage feedback and possibilities to rectify potential mistakes.

⁵ See <https://digital-strategy.ec.europa.eu/en/library/code-conduct-disinformation>

- Transparency and disclosure: **This involves disclosing one's sources and any paid or unpaid partnership with brands or other organisations for the production of a given piece of content.** It also involves being transparent about the use of AI tools for creating content (e.g. deepfake) or disseminating it.
- Data protection safeguards: The process to produce and disseminate the produced content should not only ensure full compliance with applicable data protection legislation but also seek to adopt best practices in safeguarding privacy.

The consortium may consider setting up an *Ethical Board* to advise on the adoption and implementation of these guidelines and standards. Composed of experts in media ethics, fact-checking, AI, youth engagement, and digital rights, as well as youth representatives, such a Board could guide the ethical design and evaluation of content, review compliance and ensure culturally sensitive, geographically balanced approaches. Operating independently from political influence but embedded in the consortium, the Board could also oversee responsible influencer partnerships, data use, and AI deployment, while supporting continuous learning and accountability related to information integrity.

More generally, the consortium could encourage influencers to develop their knowledge of the risks related to information integrity and ways to counter them by following existing trainings targeted at content creators such as trainings of the European Digital Media Observatory (EDMO)⁶ and the **UNESCO online course "How to be a trusted voice online"**.⁷

Applicants integrating AI tools in their submitted proposal are required to provide a description of the underlying AI technology, including the type of AI, licensing terms, and cost structure, as well as the rationale behind the chosen AI solution. Additionally, the proposal must address compliance, ethics, and data management considerations, including data collection and security, risk classification, ethical impact assessment, human oversight, and transparency in AI decision-making.

Proposals are encouraged to identify synergies with other relevant EU funded projects, for instance: projects of the "AI Against Disinformation" Cluster under Horizon Europe⁸<https://edmo.eu/resources/connected-horizon-europe-projects/>, the Calls for proposals **"A European public sphere: a new online media offer for young Europeans"**⁹ and **Citizens' engagement and participation (CERV-2025-CITIZENS-CIV) - Priority 2**¹⁰. Countering disinformation, information manipulation and interference in the democratic debate.

Activities that can be funded (scope)

⁶ See <https://edmo.eu/resources/training-programme/>

⁷ See <https://journalismcourses.org/journalism-meets-content-creators-join-our-free-course-to-become-a-trusted-voice-online/>

⁸ See <https://edmo.eu/resources/connected-horizon-europe-projects>

⁹ See <https://digital-strategy.ec.europa.eu/en/funding/european-public-sphere-new-online-media-offer-young-europeans-2024>

¹⁰ See <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/calls-for-proposals?callIdentifier=CERV-2025-CITIZENS-CIV>

To implement the minimum requirements described in the previous section, a wide range of activities can be funded under this call. These activities could involve, but do not have to be limited to:

- Organisation of events (e.g. co-creation labs, pop-up production workshops, side events or interactive booths at youth festivals, kick-off and closing events, etc.) that bring together influencers, media literacy practitioners, other youth-facing figures and/or fact-checkers to generate concrete campaign assets—e.g. scripts, storyboards, filters, memes— related to information integrity.
- Production and European-wide distribution of multilingual content (such as a mini-series, short-form video strands, interactive micro-learning modules or podcasts) that shows young audiences how to spot and counter information integrity risks.
- Community–influencer engagement hubs that pair local youth groups and civil society organisations with trusted influencers to participate in interactive challenges, blended events and online forums, fostering grassroots communities of practice around information integrity, critical thinking and media literacy.
- A pan-European collaboration network that connects influencers, information integrity professionals including fact-checkers, media literacy practitioners and civil society organisations to facilitate knowledge-sharing on information integrity risks and coordinate joint content drops or social-media stunts in multiple Member States.
- A continuous impact evaluation and optimisation loop that monitors each **content format's reach, engagement and learning outcomes (via platform analytics, surveys and focus groups)** and feeds data back into the production cycle for iterative improvement.

To achieve the necessary scale of reaching all covered Member States, proposals are allowed to propose sub-contracting mechanisms in accordance with applicable rules (see article 6b Model Grant Agreement) for the various activities to be carried out.

Expected impact

The projects are expected to have the following impacts:

- Increased awareness about risks related to information integrity and boosting media literacy skills through high-quality, influencer- and youth-led content: By producing compelling, multilingual content fronted by **trusted and relatable creators, projects will measurably boost young Europeans'** ability to recognise, analyse and counter information integrity risks including misleading information—evidenced by clear reach, engagement and learning metrics across at least thirteen Member States.
- New and lasting cross-sector, cross-border collaborations: The creation of new partnerships between influencers, information integrity professionals including fact-checkers, media literacy professionals and/or civil society organisations will allow each community to enrich its expertise with new insights, while expanding its geographical reach. Importantly, the consortium should aim to create a community that has a lasting impact beyond the duration of the project. To this extent, the funded projects, once awarded, shall establish contact with each other and seek active exchange.

- Heighten standards of information integrity, especially among the community of influencers: The involvement of influencers and young Europeans in a campaign raising awareness about risks related to information integrity and good practices to counter them is expected to raise related standards both within the community involved in content creation, and beyond.
- Positive social and well-being outcomes: Greater awareness of manipulative online content among young Europeans will also contribute to mitigate certain mental health pressures, curb polarisation and encourage socially responsible behaviour online, contributing to a more resilient European digital sphere.
- Sustainable knowledge-sharing: The project will leave a legacy by codifying successful content, formats, and dissemination methods through an evaluation system with relevant metrics.

3. Available budget

The available call budget is EUR 5 985 000. The EU co-financing is limited to a *maximum of 85% of the total eligible costs*. We expect to fund 2 projects for a maximum requested grant amount of EUR 3 100 000 *per project*. 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 publication	12 September 2025
Call opening:	30 September 2025
<u>Deadline for submission:</u>	<u>02/12/2025– 17:00:00 CET (Brussels)</u>
Evaluation:	From 3 December 2025
Information on evaluation results:	January 2026
GA signature:	February 2026
Start date of the project	01/03/2026

Duration

The project should normally range between 18 and 24 months¹¹.

5. Admissibility and documents

¹¹ For contracts signed, extensions are possible, but only if duly justified and through an amendment

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
 - list of previous projects (key projects for the last 3 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.

International organisations — International organisations are eligible. The rules on eligible countries 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 persons¹².

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

Affiliated entities¹³

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'**¹⁴ or **'beneficiaries without legal personality'**¹⁵. ⚠ Please note that

¹² See Article 200(2)(c) EU Financial Regulation [2024/2509](#).

¹³ 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.

¹⁴ 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.

¹⁵ For the definitions, see Articles 190(2) and 200(2)(c) EU Financial Regulation [2024/2509](#).

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)¹⁶. 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 2020/2092¹⁷. 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 link¹⁸. This link will bring you to the official Annex to Hungarian Act IX of 2021.



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

Consortium composition

Proposals must be submitted by a consortium of at least 7 applicants (beneficiaries; not affiliated entities), which complies with the following conditions:

- minimum 7 independent entities from 7 different eligible countries
- At least one applicant is a media literacy or civil society organisation with relevant expertise on information integrity and disinformation.¹⁹
- At least one applicant is an independent fact-checking organisation.²⁰

It is recommended that the Consortium includes also partners with influencers' organisations, content creators (including artists) and producers, technology companies, civil society organisations, social media platforms, information integrity professionals, educational/cultural/research organisations, media organisations.

A good balance among consortium members is required in terms of competencies and main tasks allocation to carry out the project. We also strongly encourage a good

¹⁶ 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](#).

¹⁷ 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).

¹⁸ [2021. évi IX. törvény - Nemzeti Jogszabálytár](#)

¹⁹ For the purpose of these eligibility criteria, organisations will be considered to possess relevant expertise on misinformation and disinformation if, within the last two years prior to the application date, they have participated in or organised conferences on misinformation and disinformation, and/or have produced dedicated analysis or training materials on the topic of misinformation and disinformation. The adherence to these criteria will be documented through the documentation on operational capacity of the beneficiary in question (See "Operational Capacity").

²⁰ Such organisation should meet the standards developed by the European Fact-Checking Standards Network (<https://efcsn.com/code-of-standards/>) or the International Fact-Checking Network (<https://www.ifcncodeofprinciples.poynter.org/the-commitments>).

geographical balance in terms of the consortium members' presence in and experience of different EU Member States.

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 applicants.²¹

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.

The following activities are not considered as eligible for funding under this call:

- Funding of activities linked to political parties or political campaigns

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).

Projects must comply with EU policy interests and priorities. 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*).

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*).

Ethics

Projects must comply with:

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

Security

No specific rules. Please refer to the general provisions in the MGA (Art. 13).

²¹ **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.

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 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 responsibilities 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 “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 3 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 participate²²:

- 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 misconduct²³ (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,

²² See Articles 138 and 143 of EU Financial Regulation [2024/2509](#).

²³ **'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.

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 resisted²⁴ 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.

Applicants will also be rejected if it turns out that²⁵:

- 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 (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


²⁴ '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.

²⁵ See Article 143 EU Financial Regulation [2024/2509](#).

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). The successful proposal 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 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 teams²⁶
- 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

Award criteria	Minimum pass score	Maximum score
Relevance	24	40
Quality	24	40
Impact	12	20
Overall (pass) scores	60	100

Maximum points: 100 points.

Individual thresholds per criterion: 60 %.

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.

²⁶ This includes the operational capacity (know-how, qualifications, human and technical resources, EU dimension), as indicated in Section 7.

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 date²⁷ 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.

Project starting date: *see timetable section 4 above*.

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

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 85%).

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: (e.g. maximum levels per categories)

- A. Personnel costs
 - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded

²⁷ 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](#)).

- persons
- A.4 SME owners and natural person beneficiaries
- A.5 Volunteers
- 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
- E. Indirect costs

Specific cost eligibility conditions for this call:

- personnel costs:
 - SME owner/natural person unit cost²⁸: Yes
 - Volunteers' unit cost²⁹: No
- subcontracting costs:
 - additional subcontracting rules: Yes
 - ⊖ subcontracting may not cover core tasks of the action³⁰
 - ⊖ Subcontracting costs should not represent more than 30 % of the total eligible direct costs of the action
- purchase costs
 - o travel and subsistence unit cost³¹: Yes³²
 - o equipment costs: depreciation
 - o online advertising costs – if any - should not represent more than 5% of the total eligible direct costs of the action.
- other cost categories:

²⁸ 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).

²⁹ Commission [Decision](#) of 10 April 2019 authorising the use of unit costs for declaring personnel costs for the work carried out by volunteers under an action or a work programme (C(2019)2646).

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

³¹ 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).

³² 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.

- 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*).


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 will be one interim payments (with detailed cost reporting) for a maximum of 30% of the maximum grant amount. Pre-financing and interim payment may not exceed 80% of the maximum grant amount.

In addition, you might 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 and Annex 5)*

Ethics rules: *see Model Grant Agreement (art 14 and Annex 5)*

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: CNECT-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](#).