



Citizens, Equality, Rights and Values Programme (CERV)

Call for proposals

Call for proposals to prevent and combat gender-based violence and
violence against children - CERV-2024-DAPHNE

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EUROPEAN COMMISSION
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CALL FOR PROPOSALS

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0. Introduction

This is a call for proposals for EU **action grants** in the field of gender-based violence under the **Citizens, Equality, Rights and Value Programme (CERV)**. The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2018/1046 ([EU Financial Regulation](#))
- the basic act (CERV Regulation [2021/692](#)¹).

The call is launched in accordance with the 2023-2024 Work Programme² and will be managed by the **European Commission, Directorate-General for Justice and Consumers (DG JUST)**.



Please note that this call **is subject to the final adoption of the budget for 2024** by the EU budgetary authority. In case there are substantial changes, we may have to modify the call.

The call covers the following **topics**:

CERV-2024-DAPHNE - Call for proposals to prevent and combat gender-based violence and violence against children

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')

¹ Regulation (EU) 2021/692 of the European Parliament and of the Council of 28 April 2021 establishing the Citizens, Equality, Rights and Values Programme (OJ L 156, 5.5.2021, p. 1).

² [Commission Implementing Decision C\(2022\) 8588 final](#) of 1/12/2022 on the financing of the Citizens, Equality, Rights and Values programme and the adoption of the work programme for 2023-2024.

- 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 consult the list of previously funded projects: [CERV Programme Project Results webpage](#), [Europe for Citizens Programme Project Results website](#), [REC Programme results webpage](#) and the [Daphne Toolkit](#).

1. Background

Gender-based violence is violence directed against individuals because of their gender, with women and girls making up the vast majority of victims³. Gender-based violence remains one of our societies' biggest challenges and is deeply rooted in gender inequality. It is both a cause and consequence of gender inequalities. It is a violation of human rights and the most brutal form of discrimination on the basis of sex, and results from unequal power relations between women and men.

Violence affects victims in a profound manner, having a direct impact on their ability to participate fully in all aspects of society. The human costs are of course tremendous; but the economic costs of gender-based violence are also alarmingly high. The European Institute for Gender Equality (EIGE) has estimated that the cost of gender-based violence across the EU is €366 billion a year. Violence against women makes up 79 % of this cost, amounting to €289 billion.

The first pillar of the 2020 – 2025 Gender Equality Strategy, entitled "Being free from violence and stereotypes" sets ambitious policy objectives and actions to tackle gender-based violence, including funding to support civil society and public services in preventing and combating gender-based violence. For 2024, a key priority of the Commission is the adoption of the pending proposal for a Directive combating violence against women and domestic violence, which the Commission put forward in March 2022. The Commission also plans to adopt in 2024, a Recommendation on harmful practices which will complement the draft Directive and help Member States to prevent and tackle such practices – like female genital mutilation or forced marriage – more effectively.

Violence against children is understood to mean "all forms of physical or mental violence, injury or abuse, neglect or negligent treatment, maltreatment or exploitation including sexual abuse" as listed in Article 19(1) of the United Nations Convention on the Rights of the Child⁴ and in alignment with the United Nations Committee on the Rights of the Child's General comment No. 13 (2011) on the right of the child to freedom from all forms of violence.⁵

World vision estimates that more than one billion children around the world experience violence every year⁶, in different forms and different settings. Children can be victims, witnesses, as well as perpetrators of violence – starting from their own homes, in school, in leisure and recreational activities, in the justice system, offline as well as online. Experiencing violence can have long term and dramatic consequences on children's physical and mental health. It may affect their ability to go to school, to interact socially

³ According a [survey carried out by the EU Fundamental Rights Agency in 2014](#), one in three women in the EU has been a victim of violence in her lifetime, and one in 20 women has been raped.

⁴ <http://www.ohchr.org/EN/ProfessionalInterest/Pages/CRC.aspx>

⁵ http://www2.ohchr.org/english/bodies/crc/docs/CRC.C.GC.13_en.pdf

⁶ <https://www.unicef.org/eu/reports/report-our-europe-our-rights-our-future>

and to thrive. It can lead to mental health issues, chronic diseases, self-harm tendencies, even suicide. Children in vulnerable situations can be particularly affected.

Combating violence against children is one of the main objectives of the Commission's work on the rights of the child and a third thematic area of the EU Strategy on the rights of the child⁷ that was adopted on 24 March 2021. Under this Strategy, and as a key priority of the Commission in 2024 mentioned in the Commission Work Programme 2024⁸, the Commission will present a Commission Recommendation on Integrated Child Protection Systems⁹. Focused on children's needs, the initiative aims to encourage all relevant authorities and services to work together in a holistic way, from preventing abuse of and violence towards children, to protecting them, in a multidisciplinary and coordinated approach. It is also intended to present how to better use existing EU tools (laws, policies, funding) to make child protection systems more integrated and robust, by avoiding silos.

Some of the EU *acquis* refers to violence against children: Child sexual Abuse Directive, Trafficking in Human Beings Directive, Victims' Rights Directive, among others.¹⁰

In order to provide an adequate and child rights-based response to violence against children, a full picture of the phenomenon is needed. That includes having access to data on violence against children, which should be comparable, age and sex disaggregated, and monitoring the child protection system's performance. Data collection is also key to fully understand the phenomenon of violence against women; in 2024, the results of an EU-wide survey on violence of women will be published.

Equally important is the cooperation of all relevant services and authorities, in a multidisciplinary approach, involving all actors, including civil society, parents, carers, schools, and children themselves.

With this call, divided into 4 priorities, we aim at financing projects that will:

- integrate prevention of various forms of gender-based violence against women in different contexts, with a systemic approach (priority 1, "large-scale projects")
- protect and support victims and survivors of gender-based violence, including children, through targeted actions (priority 2)
- prevent gender-based violence, in the domestic sphere, in intimate relationships, and online, including through targeted actions with perpetrators (priority 3)
- make integrated child protection systems work in practice (priority 4).

The call recognises the need for proposals to equally address the specificities of the situation for women and men, girls and boys, in all their diversity. To this end, applicants are advised to incorporate in their proposals an intersectional perspective that not only recognises gender and age differences as relevant but also duly pays attention to other attributes such as disability status, religious belief, ethnic origin and sexual orientation.

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

Objectives

To fight violence, including gender-based violence and violence against children by:

⁷ <https://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX%3A52021DC0142>

⁸ [Commission work programme 2024 \(europa.eu\)](https://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX%3A52024DC0001)

⁹ [Child protection – integrating systems \(europa.eu\)](https://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX%3A52024DC0001)

¹⁰ See Annex II EU Strategy on the rights of the child: [childrights_annex2_2021_4_digital_0.pdf \(europa.eu\)](https://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX%3A52021DC0001).

- Preventing and combating at all levels all forms of gender-based violence against women and girls in all their diversity and domestic violence, including by promoting the standards laid down in the Council of Europe Convention on preventing and combating violence against women and domestic violence;
- Preventing and combating all forms of violence against children, young people and other groups at risk, such as LGBTIQI persons and persons with disabilities;
- Supporting and protecting all direct and indirect victims of the forms of violence referred to in points (1) and (2), such as the victims of domestic violence perpetrated within the family or within intimate relationships, including children orphaned as a result of domestic crimes, and supporting and ensuring the same level of protection throughout the Union for victims of gender-based violence.

Policy initiatives supported:

- EU Gender Equality Strategy,
- EU strategy on the rights of the child,
- EU Strategy on victims' rights,
- The Council of Europe Convention on preventing and combating violence against women and domestic violence (Istanbul Convention) to which the EU has acceded as of 1 October 2023,
- Proposal for a Directive on combating violence against women and domestic violence,
- Victim's Rights Directive,
- Upcoming Recommendation on harmful practices (planned for the first half of 2024),
- Upcoming Recommendation on integrated child protection systems in the EU (planned for the first half of 2024)
- LGBTIQ Strategy,
- EU Anti-racism action plan 2020-2025,
- EU Roma Strategic Framework for Equality,
- Participation and Inclusion (2020-2030).

Themes and priorities (scope)

1. Large-scale and long-term transnational actions on tackling gender-based violence

In line with the Gender Equality Strategy, this priority aims to support the development of large-scale, integrated actions to combat gender-based violence and achieve **long-term and structural changes with a wide geographical coverage**.

All forms of gender-based violence can be addressed under this priority through prevention, gender-sensitive protection and support to victims. The objective is to achieve balanced coverage of actions across different areas of intervention in line with the priorities of the Gender Equality Strategy.

To do this, a number of transnational proposals will be selected, each focusing on one of the areas set out below:

- **domestic violence:** increasing awareness of and access to support services for (potential) victims, strengthening gender-specific responses to domestic violence (including for witnesses of domestic violence), through capacity-building and multi-disciplinary strengthened cooperation and coordination among relevant actors;
- **harmful practices:** tackling female genital mutilation, intersex genital mutilation, forced abortion, forced sterilisation, child and forced marriage, honour-related violence and other harmful practices against women and girls;
- **gender-based cyber violence:** tackling gender-based cyber violence, such as incitement to violence, online stalking, non-consensual image sharing, extortion with the use of sexual imagery ('sextortion'), sexual or gendered online harassment and bullying, grooming, etc;
- **violence and harassment in the world of work:** tackling physical and psychological offline and online violence or harassment in work contexts by, in particular, preventing such unwanted behaviours, encouraging the development and implementation of remedies and victim support mechanisms, and the development of relevant tools, guidance, education and training;
- **gender stereotypes:** preventing gender-based violence by tackling prejudices and gender stereotypes, in particular those related to masculinities, norms, attitudes and behaviours that encourage, condone or minimise violence, as well as by providing women and men, girls and boys, in all their diversity, with the tools to call out and stand up to violence through empowerment and bystander intervention programmes.

In order to guarantee on-the-ground interventions and wide coverage, the application should be made by **partnerships** that ensure collaboration with the relevant actors in the chosen area as well as with organisations guaranteeing a **multiplier effect**. Applications should also strive to reach out to a large number of participants in **different geographical areas of the EU**.

Applications will have to develop a long-term programme of intervention in view of achieving **sustainable changes** in the policies, activities, attitudes and behaviour of the relevant actors in the chosen areas. The aim is that the relevant actors **integrate** the actions under the grant in their respective fields of activity (e.g. companies, municipalities, schools/universities, health services, humanitarian services etc.). Applications will have to demonstrate the **long term sustainability of project results and outcomes**. This can notably be done by implementing actions targeting **systemic change** through e.g. structural reforms, explicit commitments among key stakeholders, improved work processes, policies and/or practices.

Activities and project outputs should contribute to changes at a structural level with a positive impact that can be maintained, or further enhanced after the end of the project.

Projects are encouraged, in their interventions, to envisage the use of new and innovative tools, methods and applications which can also contribute the achieving sustainable effects. They can cover new inter-disciplinary ways of working, reaching out to target groups, establishing dialogue with professionals, victims etc.

Finally, proposals must include an effective and detailed monitoring and evaluation system, which will enable partners to **evaluate the impact** of their intervention.

Projects addressing this priority should pay attention to the specific needs and circumstances of women and men, girls and boys, in all their diversity.

Indicative funding available for this priority: EUR 11 000 000.

Projects have to be transnational.

2. Targeted actions for the protection of and support for victims and survivors of gender-based violence

This priority will focus on the protection of and support for victims of gender-based violence, including children. This includes:

- Targeted and gender-sensitive protection and support for groups at a heightened risk of violence (e.g. people with a migrant background including children in migration, LGBTIQ persons, racial or ethnic minorities which include Roma people, women or children with disabilities or facing mental health issues, pregnant women, women in detention, women living in rural areas, women living and/or working on the street, children in alternative care, persons in prostitution, elderly women), including through tackling under-reporting;
- Targeted and gender-sensitive support to victims of sexual violence (including sexual exploitation/trafficking for the purposes of sexual exploitation, and in the context of armed conflict) and other specific forms of harm;
- Promoting multi-disciplinary cooperation, including online, among relevant professionals, including on the model of Children's houses (Barnahus)¹¹ or the model of the Family Justice Centres. Strengthening referrals between relevant national actors (e.g. law enforcement, the judiciary, support service providers, health and social service professionals) and multidisciplinary, including psycho-social, support; and
- Provision of support through national helplines dedicated to victims of violence against women (support to initial establishment of such helplines in Member States where these are not yet available, awareness-raising of available support through helplines).

Indicative funding available for this priority: EUR 4 800 000.

Projects can be either national or transnational. Transnational projects are particularly encouraged.

3. Targeted actions for the prevention of gender-based violence, in the domestic sphere, in intimate relationships, and online, including through targeted actions with perpetrators

Under this priority, gender-based violence will be prevented through:

- The development of gender-sensitive tools for the prevention of domestic violence that help recognise and address early signs of violence, including less visible forms of violence such as coercive control and psychological violence. This is done, for example, through assessing existing screening methods and enhancing the development and utilisation of evidence-based systematic screening methods for signs of domestic violence by medical practitioners (or other practitioners in services not directly linked to domestic violence support, for example social or educational services).
- The development of gender-sensitive measures for the prevention of violence in intimate relationship that promote equal relationships, address harmful stereotypes and give tools for peaceful conflict resolution in relationships.

¹¹ [Home - Barnahus](#)

Actions will include (but are not limited to): education and awareness raising, training and practical activities to tackle prejudices and gender stereotypes, norms, attitudes and behaviours that encourage, condone or minimise violence, in particular in relationships; activities that promote respectful and conscious choices regarding all aspects of relationships and reduce the risk of violence.

- Measures for the prevention of gender-based cyber violence that strengthen the media literacy of online users and reinforce positive narratives on gender equality and the role of women in public decision-making roles such as in politics and journalism, as well as measures for the prevention of cyber intimate partner violence, empowering non-governmental organisations and other relevant actors to prevent and address gender-based cyber violence, including as trusted flaggers on online platforms.
- Perpetrator programmes to prevent (re)offending, with a victim-centred approach and a focus on harmful stereotypes, peaceful conflict resolution in relationships and toxic masculinities.

Indicative funding available for this priority: EUR 5 000 000.

Projects can be either national or transnational. Transnational projects are particularly encouraged.

4. Targeted actions making integrated child protection systems work in practice

Children may face different forms of violence. Exposure to violence severely affects a child's physical, psychological and emotional development. It may affect their ability to go to school, to interact socially and to thrive. It can lead to mental health issues, chronic diseases, self-harm tendencies, even suicide. Children in vulnerable situations can be particularly affected.

The promotion of integrated child protection systems is intrinsically linked to the prevention and protection from violence. With the child at the centre, all relevant authorities and services should work together to protect and support the child, in their best interests.

The overall aim of this priority is to contribute to systemic changes to prevention, protection and support to children in cases of violence through integrated child protection systems, i.e. through multi-disciplinary cooperation between relevant cross-border/national/regional/local authorities and education, child protection, judicial authorities, psychosocial support and social services, health care professionals, care professionals and educators, among others, responding to children's needs. This can include but will not be limited to the development of tools and measures for:

- the prevention of violence against children, including but not limited to awareness raising (including children's rights awareness and education), training, certification, standards and accreditation procedures for professionals and persons in contact with children, with a specific attention to children in vulnerable situations and at specific risk of violence;
- early identification (that helps recognise and address early signs of violence) and reporting of cases of abuses, strengthening child-friendly referrals between relevant national actors (e.g. law enforcement, the judiciary, support service providers, health and social service professionals), multidisciplinary assessment;

- multidisciplinary support, through integrated response activities, involving medical, psychosocial, legal, care support, and close coordination between authorities and actors at all levels;
- setting up accountability mechanisms on the basis of indicators, (self-) evaluation, data collection, including the development of self-monitoring and evaluation tools on the performance of child protection systems, and data on violence against children.

Taking into consideration the overall framework on integrated child protection systems, this priority will help to prevent and combat all forms of violence against children, and notably:

- (i) harassment and (sexual) violence, notably happening in the formal and informal educational context, in leisure, cultural, sportive, or any community or recreational activities, in the domestic context, where children might be in specific situations of vulnerability; and
- (ii) online and offline bullying, notably at school or in leisure activities, and affecting children with specific vulnerabilities (e.g. children in alternative or foster care, children with disabilities, including mental disabilities, Roma children, children with a migrant background), or link to their religion, belief, gender or sexual orientation.

Children should be given the opportunity to participate in a safe, meaningful and inclusive way at the different stages of the implementation and monitoring of the projects. Strong attention should be paid to child protection safeguards given the sensitivity of the topic for any child, should it be in awareness-raising activities, or in any contact with child victims, witnesses or perpetrators.

Indicative funding available for this priority: EUR 4 000 000.

Projects can be either national or transnational. Transnational projects are particularly encouraged.

Activities that can be funded (scope)

Activities shall include:

- Development of tools to help recognise and address early signs of domestic violence and violence against children;
- Awareness-raising, including social media or press campaigns, outreach and empowerment activities, including communication activities and dissemination of information;
- Capacity building and training for professionals and relevant stakeholders, in particular train-the-trainer programmes, training activities of national, regional and local authorities;
- Design and implementation of strategies, protocols, development of transferable working methods and tools, coordination platforms and groups;
- Design of services and measures improving access to victim support services;
- Identification and exchange of good practices, cooperation, mutual learning, development of working and learning methods, including transferable mentoring programmes;
- Development of guidelines and manuals for specialised support services (e.g. in the work place, schools, universities, online);

- Analytical activities, such as data collection and research, and the creation and implementation of tools or data bases/data collection strategies and systems.

Applicants should explain in their proposal the potential different impact of the project and its activities on women and men as well as girls and boys in all their diversity. Thereby, unintended negative effects of the intervention on either gender should be forestalled (do no-harm approach).¹²

Applying organisations are encouraged to use, disseminate and build on already existing materials (e.g tools, [projects' deliverables](#), handbooks, research, studies, mapping exercises, reports, etc).

Practical projects developing and implementing specific measures are preferred. Measures should be developed and implemented with a view to be sustainable in the long-term with lasting results and aiming at systemic changes, in particular for priority 1. While research is not excluded, if research activities are to be part of the project, they must be strictly linked to the project as a whole and are to pay duly attention to gender and disaggregate data by sex.

Expected impact

1. Large-scale and long-term transnational actions on tackling gender-based violence:

- Systemic changes through e.g. structural reforms, explicit commitments and changes of processes, protocols, policies and practices of organisations/companies/structures etc;
- Increased capacity of stakeholders and relevant professionals to address issues related to gender-based violence, including through strengthened multi-agency cooperation;
- As well as expected results mentioned for the other priorities below (corresponding to the form of gender-based violence addressed).

2. Targeted actions for the protection of and support for victims and survivors of gender-based violence:

- Victims from particularly vulnerable groups can better access protection and support services that address their specific needs;
- Increased capacity of stakeholders and relevant professionals in contact with these groups to address issues related to gender-based violence and violence against children, including through strengthened multi-disciplinary cooperation;
- Increased reporting of violence to the police and other services, with appropriate mechanisms in place to facilitate this;
- Increased quality of victim support services, including those providing for targeted and integrated support for victims with specific needs, such as victims of sexual violence including in the domestic context, victims of violence in close-relationships, providing for trauma support and counselling;
- Increased awareness of gender-based violence, including gender-based sexual violence, including in the context of migration and/or in the context of armed conflict;

¹² For more information see section *Ethics and EU values*

- Structures for the prevention of and responses to violence against women, children and other groups particularly targeted are extended or adapted to also include refugees and other migrants; improved protection and support standards for victims of gender-based violence including people in migration;
- Strengthened cooperation and exchange of information between competent European/national/regional/local authorities in relation to sexual and gender-based violence and to violence against children, including in cross-border situations;
- Cross-border cases of violence are properly addressed, through the application of Directive 2011/99/EU on the European protection order.

3. Targeted actions for the prevention of gender-based violence, in the domestic sphere, in intimate relationships, and online, including through targeted actions with perpetrators:

- Increased promotion and support of gender-sensitive prevention of violence in close relationships through awareness raising, sharing of information and knowledge and the creation and dissemination of training opportunities;
- Increased awareness of prejudices, gender stereotypes and norms that contribute to the tolerance of gender-based violence;
- Increased awareness and engagement of men and boys in tackling gender-based violence against women;
- Increased capacity of stakeholders and relevant professionals to address issues related to gender-based violence and engagement of men and boys, illegal online content, including through strengthened multi-agency cooperation;
- Increased capacity of professionals not directly linked to domestic violence to recognise and address issues related to gender-based violence;
- Increased empowerment of (potential) victims of violence to claim their rights and to stand up to violence;
- Changed attitude and behaviour as regards the issue of gender-based violence, (including lower tolerance and decreased victim-blaming):
 - among the general population and particular groups, e.g. relevant professionals, witnesses and bystanders, vulnerable groups, etc.
 - among men and boys.
- Changed attitudes and behaviour as regards the issue of illegal online content targeting women and girls among the general population and particular groups, e.g. relevant professionals, witnesses and bystanders, vulnerable groups;
- Early signs of violence are detected and reported; increased reporting of violence to the police and other services, with appropriate mechanisms in place to facilitate this.
- Increased treatment of perpetrators of violence;
- Increased attention to, support and treatment for female prisoners as a vulnerable group, who may be perpetrators, witnesses and victims of violence;
- Violence including online is prevented before it happens; reduced risk of violence escalating; increased safety of women and their children and others at risk from violence in close relationships and online violence.

4. Targeted actions making integrated child protection systems work in practice

- Strengthened integrated child protection systems centered on children's needs;

- Strengthened multisectorial prevention, protection and support to children suffering violence and in need of protection;
- Reinforced capacity of professionals to prevent, detect and respond to violence against children and child protection, including increased cooperation among relevant services;
- Reinforced monitoring of the effectiveness of child protection systems.

Support of public authority

It is strongly encouraged to involve a public authority, including regional and local authorities, to actively participate in the projects. For projects related to gender-based violence, these public authorities can be national, regional or local Ministries/agencies/equality bodies responsible for gender equality and/or provision of services to victims of violence or perpetrators; police, judicial, health or education authorities etc., as relevant.

The rationale for the choice must be documented and explained in Part B Project description and implementation.

This support will be expressed through an Annex to the application (Letter from the public authority) and will be assessed under the award criterion 2 Quality.

Mainstreaming

Projects funded under this call shall seek to **promote equality between women and men and the rights of the child**, as outlined in the EU Gender Equality Strategy and the EU Strategy on the Rights of the Child. Gender and rights of the child mainstreaming means integrating a gender and rights of the child perspective in the design, implementation, monitoring and evaluation of a project, as appropriate. Consequently, when relevant, the applicant shall take the necessary steps to ensure that gender equality and child-related issues are taken into account by paying attention to the situation and particular needs of women and men, girls and boys, and of vulnerabilities of children. Applicants are advised to explain explicitly in their proposals how gender and children's rights will be mainstreamed and how relevant risks will be addressed. It is, for example, essential that projects do not silence, stereotype, stigmatise, lay the blame on or discriminate against any group. Projects should contribute to empowering women and to ensuring that they achieve their full potential and enjoy the same rights as men. Projects should contribute to empowering children in all their diversity, and to ensuring that they all achieve their full potential and enjoy the same rights. For more information, please also refer to the section Ethics and EU values under point 6 (page 21).

Child participation and protection

All proposals are expected to respect the child's right to participate¹³ and all project activities must clearly integrate and protect the child's right to be heard¹⁴. Proposals must make children's involvement central and integral in every stage of the project's design, implementation and evaluation.

As a good practice, organisations that already work with children could consult them on the project proposal and include reflections/references to this process in the applications. Voice of children can be also brought in based on available reports and documents recording children's opinions and needs. All actions and activities, both at design, consultation and implementation phase, shall ensure that actions are adequate to the age and gender specific needs of children. Thus, applicants should conduct and include in their proposal an analysis, which maps the potential different impact of the

¹³ Aligned with Article 24 of the Charter, relevant EU law and the UN Convention on the rights of the child

¹⁴ As set out in UNCRC Article 12 and General Comment No 12

project and its activities on children, including from a gender perspective. Thereby, unintended negative effects of the intervention on children of all ages should be forestalled (do no-harm approach).

Child protection policies will be also assessed for projects directly involving children. This assessment will be integrated into award criteria and will also be considered under ethics. Proposals which directly involve children and fail to provide a diligent child protection policy will be regarded as less relevant and of lower quality. Organisations that will plan working directly with children must have a child protection policy (mandatory annex to the submission package) covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#). This policy must be available online and transparent to everyone who comes in contact with the organisation. It must include clear information about the recruitment of staff (including trainees and volunteers) and include background checks (vetting). It must also include clear procedures and rules to staff, including reporting rules, and continuous training. This is valid for those partners that will be working directly with children (this should be clearly indicated in the proposal).

Applying behavioural insights

Applicants are encouraged, whenever possible, to apply insights and practical tools from behavioural sciences in their projects in view of achieving changes in attitudes and behaviour. A step-by-step approach to guide applicants in the incorporation of behavioural insights in their projects is provided in the following [JRC publication](#): Sara Rafael Almeida, Joana Sousa Lourenço, François J. Dessart and Emanuele Ciriolo, *Insights from behavioural sciences to prevent and combat violence against women. Literature review (2016)*.

Bibliography

Policy documents/background information:

- EU Gender Equality Strategy 2020-2025: https://ec.europa.eu/info/policies/justice-and-fundamental-rights/gender-equality/gender-equality-strategy_en
- Commission and EEAS Communication "Towards the elimination of female genital mutilation": <https://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX:52013DC0833>
- EU LGBTIQ Equality Strategy 2020-2025: https://ec.europa.eu/info/policies/justice-and-fundamental-rights/combating-discrimination/lesbian-gay-bi-trans-and-intersex-equality/lgbtiq-equality-strategy-2020-2025_en
- Proposal for a Directive on combating violence against women and domestic violence: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A52022PC0105>
- Council of Europe Convention on preventing and combating violence against women and domestic violence (Istanbul Convention): <https://www.coe.int/en/web/istanbul-convention/home>

Support for victims:

- Directive 2012/29/EU establishing minimum standards on the rights, support and protection of victims of crime: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32012L0029>
- EU campaign on victims' rights: <https://victims-rights.campaign.europa.eu/en/country/all/crimes>

Role of men/Masculinities:

- Study on the role of men in gender equality:
<https://op.europa.eu/en/publication-detail/-/publication/f6f90d59-ac4f-442f-be9b-32c3bd36eaf1/language-en>

Gender-based cyber-violence:

- Sexism, harassment and violence against women in parliaments in Europe. Inter-Parliamentary Union (IPU) and the Parliamentary Assembly of the Council of Europe (PACE):
<https://www.ipu.org/resources/publications/reports/2018-10/sexism-harassment-and-violence-against-women-in-parliaments-in-europe>
- European Parliament's Policy Department for Citizens' Rights and Constitutional Affairs, Cyber violence and hate speech online against women:
[http://www.europarl.europa.eu/RegData/etudes/STUD/2018/604979/IPOL_STU\(2018\)604979_EN.pdf](http://www.europarl.europa.eu/RegData/etudes/STUD/2018/604979/IPOL_STU(2018)604979_EN.pdf)
- Council of Europe resources on cyberviolence:
<https://www.coe.int/en/web/cyberviolence>
- European Institute for Gender Equality (EIGE)'s report on cyber violence against women and girls: <https://eige.europa.eu/gender-based-violence/cyber-violence-against-women>
- 2023 Communications campaign on gender stereotypes
#EndGenderStereotypes: https://end-gender-stereotypes.campaign.europa.eu/index_en

Gender mainstreaming

- <https://eige.europa.eu/gender-mainstreaming>
- [Gender analysis | EIGE \(europa.eu\)](https://eige.europa.eu/gender-analysis)

Behavioural insights and experimentation

- Sara Rafael Almeida, Joana Sousa Lourenço, Dessart François Jacques, and Emanuele Ciriolo. Insights from behavioural sciences to prevent and combat violence against women. Literature review (2016):
<https://publications.jrc.ec.europa.eu/repository/handle/JRC103975>

Data and reports:

- Results of the European Fundamental Rights Agency (FRA) survey on women's experiences of violence: <http://fra.europa.eu/en/publication/2014/violence-against-women-eu-wide-survey-main-results-report>
- European Fundamental Rights Agency (FRA) Crime, safety and victims' rights – Fundamental Rights Survey:
<https://fra.europa.eu/en/publication/2021/fundamental-rights-survey-crime>
- Report on "Attitudes Towards Violence Against Women in the EU":
<https://publications.europa.eu/en/publication-detail/-/publication/a8bad59d-933e-11e5-983e-01aa75ed71a1/language-en>
- Report on "FGM in Europe – An analysis of court cases":
<https://publications.europa.eu/en/publication-detail/-/publication/7fff7a7b-fc84-11e5-b713-01aa75ed71a1/language-en>
- European Institute for Gender Equality (EIGE)'s studies on gender-based violence: <http://eige.europa.eu/gender-based-violence/eige-studies>
- Eurobarometer on gender-based violence:
<https://europa.eu/eurobarometer/surveys/browse/all/series/20806>

Rights of the child:

- [EU strategy on the rights of the child](#)
- Report: [Our Europe, Our Rights, Our Future](#)
- [Database on projects funded under REC and CERV programmes](#)
- [United Nations Convention on the rights of the child](#)

Child safeguarding policies:

- [Keeping Children Safe Standards](#)
- [Comic Relief's safeguarding framework](#)

Violence against children:

- [Child protection – integrating systems \(europa.eu\)](#)
- [Moving towards integrated child protection systems in the EU | European Union Agency for Fundamental Rights \(europa.eu\)](#)
- [Child's General comment No. 13 \(2011\) on the right of the child to freedom from all forms of violence](#)
- [10 principles on Integrated Child protection systems](#)
- [UN Special Representative of the Secretary-General on violence against children](#)

Child Participation:

- [EU Children's Participation Platform | European Union \(europa.eu\)](#)
- [General Comment no 12 \(2009\) on the right of the child to be heard](#)
- [Report from the study on child participation in EU political and democratic life and its accessible version.](#)
- [Council of Europe Recommendation on the participation of children and young people under the age of 18 \(2012\)](#)
- Council of Europe: [child participation assessment tool](#)
- [The Lundy model of child participation](#)
- [Inclusion Europe participation rights children with disabilities](#)

3. Available budget

The estimated available call budget is **EUR 24 800 000**.

The availability of the call budget still depends on the adoption of the budget 2024 by the EU budgetary authority.

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

4. Timetable and deadlines

| Timetable and deadlines (indicative) | |
|--------------------------------------|---|
| Call opening: | 12 December 2023 |
| <u>Deadline for submission:</u> | <u>24 April 2024 – 17:00:00 CET</u> (Brussels) |
| Evaluation: | May-September 2024 |
| Information on evaluation results: | September-October 2024 |
| GA signature: | October-December 2024 |

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) and the summarised budget for the project (*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 – contains additional project data and the project's contribution to EU programme key performance indicators (*to be filled in directly online*)
- **mandatory annexes and supporting documents** (*some templates are available to be downloaded from the Portal Submission System, completed, assembled and re-uploaded*):
 - detailed budget table (*template available in the Portal Submission System – to be re-uploaded filled out in the format xlsx*)
 - CVs (standard) of core project team
 - activity reports of last year
 - list of previous projects (key projects for the last 4 years) (*template available in Part B*)
 - for participants with activities involving children: their child protection policy covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#). It should be clearly indicated in the application which partners will work directly with children.

⚠️ Please note that an annual activity report is NOT a financial audit report or balance sheet, but a report highlighting the activities and projects of your organisation.

Please be aware that since the detailed budget table serves as the basis for fixing the lump sums for the grants (and since lump sums must be reliable proxies for the actual costs of a project¹⁵), the costs you include MUST comply with the basic eligibility conditions for EU actual cost grants (see [AGA – Annotated Grant Agreement, art 6](#)). This is particularly important for purchases and subcontracting, which must comply with best value for money (or if appropriate the lowest price) and be free of any conflict of interests. If the budget table contains ineligible costs, the grant may be reduced.

¹⁵ <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/horizon/lump-sum/guidance>

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 the 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**.

Proposals are limited to maximum **45 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

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

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))
 - non-EU countries:
 - countries associated to the CERV 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](#))
- other eligibility conditions:

To be eligible under the **first priority**, grant applications must comply with all of the following criteria:

- (a) Lead applicants must be non-profit making. Organisations which are profit-oriented cannot submit applications as lead applicants, but only in partnership with public entities, private non-profit organisations, or international organisations;
- (b) the project has to be transnational;
- (c) the application must involve at least two organisations (applicant and partner from 2 different eligible countries, not being affiliated entity or associated partner);
- (d) the EU grant applied for cannot be lower than EUR 1 000 000 and higher than EUR 2 500 000.

To be eligible under the **second, third and fourth priority**, grant applications must comply with all of the following criteria:

(a) Lead applicants must be non-profit making. Organisations which are profit-oriented cannot submit applications as lead applicants, but only in partnership with public entities, private non-profit organisations, or international organisations;

(b) the project can be either national or transnational;

(c) the application must involve at least two organisations (applicant and partner not being affiliated entity or associated partner);

(d) the EU grant applied for cannot be lower than EUR 100 000 and higher than EUR 1 000 000.

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 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 persons¹⁶.

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'¹⁷.  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).

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations (*see 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)*¹⁸). 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).

¹⁶ See Article 197(2)(c) EU Financial Regulation [2018/1046](#).

¹⁷ For the definitions, see Articles 187(2) and 197(2)(c) EU Financial Regulation [2018/1046](#).

¹⁸ 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](#).



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 2 applicants (beneficiaries; not affiliated entities)

Eligible activities

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

Activities must be grouped into work packages (e.g., Project Management and Coordination; Communication and Dissemination, etc.), which are major sub-divisions of the project.

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

For Priority 1: Projects should normally range between 24 and 36 months.

For Priorities 2 to 4: Projects should normally range between 12 and 24 months.

Project budget

Project budgets (maximum grant amount) are expected to range:

- For Priority 1 - the EU grant applied for cannot be lower than EUR 1 000 000 and higher than EUR 2 500 000.
- For the other priorities the EU grant applied for cannot be lower than EUR 100 000 and higher than EUR 1 000 000.

Ethics and EU values

Projects must comply with:

- highest ethical standards and
- EU values based on Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights and
- other applicable EU, international and national law (including the General Data Protection Regulation [2016/679](#)).

Projects must seek to promote gender equality and non-discrimination mainstreaming in accordance with the [Gender-responsive evaluation](#). Project activities should contribute to the equal empowerment of women, men, girls and boys, in all their diversity, ensuring that they achieve their full potential and enjoy the same rights

(see [Non-discrimination mainstreaming instruments, case studies and ways forward](#)). They should also seek to reduce levels of discrimination suffered by particular groups (as well as those at risk of multiple discrimination) and to improve equality outcomes for individuals¹⁹. Proposals should integrate gender and non-discrimination considerations in proposals and target a gender-balanced representation in project teams and activities. It is also important that individual data collected by the beneficiaries are broken down by sex ([sex-disaggregated data](#)), disability or age whenever possible.

Applicants must show in their application that they respect ethical principles and EU values based on Article 2 of the Treaty on the European Union and Article of the 21 EU Charter of Fundamental Rights.

Participants with activities involving children must moreover have a child protection policy covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#). Please see section 2, page 14.

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 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 (n/a).

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.

¹⁹ [Non-discrimination mainstreaming– instruments, case studies and way forwards](#)



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).

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
- lead applicants' activity report of last year
- 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.

Exclusion

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

- bankruptcy, winding up, affairs administered by 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 misconduct²¹ (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)

²⁰ See articles 136 and 141 of EU Financial Regulation [2018/1046](#)

²¹ 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.

- 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 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).

Applicants will also be refused if it turns out that²²:

- 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


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 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'.

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 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 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

²² See Article 141 EU Financial Regulation [2018/1046](#).

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

9. Award criteria

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

- **Relevance:** extent to which the proposal matches the priorities and objectives of the call; clearly defined needs and robust needs assessment; clearly defined target group, with gender perspective being appropriately taken into account; 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 for transfer of good practices); potential to develop mutual trust/cross-border cooperation (40 points)
- **Quality:** clarity and consistency of project; logical links between the identified problems, needs and solutions proposed (logical frame concept); methodology for implementing the project with gender perspective being appropriately taken into account (organisation of work, timetable, allocation of resources and distribution of tasks between partners, risks & risk management, monitoring and evaluation); ethical issues and measures/policies to guarantee full compliance with EU values are addressed; feasibility of the project within the proposed time frame; financial feasibility (sufficient/appropriate budget for proper implementation; cost-effectiveness (best value for money) (40 points)
- **Impact:** ambition and expected long-term impact of results on target groups/general public; appropriate dissemination strategy for ensuring sustainability and long-term impact; potential for a positive multiplier effect; sustainability of results after EU funding ends (20 points)

| Award criteria | Minimum pass score | Maximum score |
|---|--------------------|---------------|
| Relevance | 25 | 40 |
| Quality — Project design and implementation | n/a | 40 |
| Impact | n/a | 20 |
| Overall (pass) scores | 70 | 100 |

Maximum points: 100 points.

Individual threshold for the criterion 'Relevance': 25/40 points.

Overall threshold: 70 points.

Proposals that pass the individual threshold for the criterion 'Relevance' 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

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

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

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

Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*). Normally the starting date will be after grant signature. The action should start within 6 months following the Grant Agreement signature, except in duly justified cases. Retroactive application can be granted exceptionally for duly justified reasons but never earlier than the proposal submission date.

Project duration:

For Priority 1: between 24 and 36 months.

For Priorities 2 to 4: between 12 and 24 months.

Milestones and deliverables

For each work package, an objective, list of the activities, milestones and deliverables must be defined. The deliverables must be quantified and measurable. The grouping should be logical and guided by identifiable outputs.

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.

Additional work packages may be added according to the activities foreseen in the project.

Beneficiaries will have to ask attendees in events to participate in the EU Survey on Justice, Rights and Values. This survey allows the granting authority to closely monitor training, mutual learning and awareness-raising events. The beneficiaries will receive a weblink to the survey, to be forwarded to the attendees. They will have access to the survey results for their project and can use it for their project evaluation. The granting authority will aggregate the results of all the projects financed under the CERV programme.

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 budgets (maximum grant amount) are expected to range:

- For Priority 1 - the EU grant applied for cannot be lower than EUR 1 000 000 and higher than EUR 2 500 000.
- For Priority 2, 3 and 4 - the EU grant applied for cannot be lower than EUR 100 000 and higher than EUR 1 000 000.

The grant awarded may be lower than the amount requested.

The grant will be a lump sum grant. This means that it will reimburse a fixed amount, based on a lump sum or financing not linked to costs.

The amount will be fixed by the granting authority on the basis of the estimated project budget and a funding rate of 90%.

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:

- [Lump sum contributions](#)²³

Specific cost eligibility rules for this call:

- the lump sum amount must be calculated in accordance with the methodology set out in the lump sum decision and using the detailed budget table provided (if any)
- the lump sum calculation should respect the following conditions:
 - for lump sums based on estimated project budgets: the estimated budget must comply with the basic eligibility conditions for EU actual cost grants (see [AGA – Annotated Grant Agreement, art 6](#))
 - for lump sums based on estimated project budgets: costs for financial support to third parties are not allowed
 - 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
 - personnel costs:
 - volunteers' unit costs²⁴ are allowed (without indirect costs).

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 **80%** 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.

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

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

All payments will be made to the coordinator.



Please be aware that payments will be automatically lowered if 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*).

²³ [Decision](#) of 30 September 2022 authorising the use of lump sums for actions under the Citizens, Equality, Rights and Values Programme (2021-2027).

²⁴ 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)

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

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. If you are established in a non-EU country and would like to provide a guarantee from a bank/financial institution in your country, please contact us (this may be exceptionally accepted, if it offers equivalent security).

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

Prefinancing guarantees are formally NOT linked to individual consortium members, which means that you are free to organise how to provide the guarantee amount (*by one or several beneficiaries, for the overall amount or several guarantees for partial amounts, by the beneficiary concerned or by another beneficiary, etc*). It is however important that the requested amount is covered and that the guarantee(s) are sent to us 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.

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

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

Other specificities

n/a

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 [Search Funding & Tenders \(europa.eu\)](#) section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter), open your desired call and start submission.

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) 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
- Part C (KPI) containing additional project data. To be filled in directly online.
- 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. Detailed budget table must be re-uploaded filled out in the format *.xlsx*.

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 help related to this call you may contact the [CERV Contact Point](#) of your country, if established.

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: EC-CERV-CALLS@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).
- **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.

- **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).
- **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 double funding** — There is a strict prohibition of double 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 declared to two different EU actions.
- **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).
- **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 Model Grant Agreement, art 6.2.E](#)*).
- **Multiple proposals** — Applicants may submit more than one proposal for *different* projects under the same call (and be awarded a 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 one of them (or it 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](#).