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(Announcements)

ADMINISTRATIVE PROCEDURES

COMMISSION

CALL FOR PROPOSALS — EACEA/26/08

Structural support for European public policy research organisations and for civil society organisations at European level — 2009

Citizenship — P7

(2008/C 232/07)

1. OBJECTIVES AND DESCRIPTION

This call for proposals EACEA/26/08 is based on the Decision of the European Parliament and of the Council establishing the 'Europe for Citizens' programme ⁽¹⁾ to promote active European citizenship for the period between 2007 and 2013 (hereinafter referred to as the 'Programme').

The Programme constitutes the legal basis for this call for proposals, referring to action 2 'Active Civil Society for Europe', measure 1 and 2, the Structural support for European public policy research organisations and for civil society organisations at European level.

A Programme Guide provides the stakeholders with information on the general structure of the Programme and on its implementation. The organisations planning to submit an application within this call for proposals are therefore invited to study also the general parts of the Programme guide available on the following web page: <http://eacea.ec.europa.eu/citizenship/index.en.htm>

1.1. General Programme objectives

The Programme 'Europe for Citizens' (2007-2013) is intended to contribute to the following general objectives:

- (a) giving citizens the opportunity to interact and participate in constructing an ever closer Europe, which is democratic and world-oriented, united in and enriched through its cultural diversity, thus developing citizenship of the European Union;
- (b) developing a sense of European identity, based on common values, history and culture;

- (c) fostering a sense of ownership of the European Union among its citizens;
- (d) enhancing mutual understanding between European citizens respecting and promoting cultural and linguistic diversity, while contributing to intercultural dialogue.

1.2. Specific call objectives

The specific objectives of this call for proposals are:

- (a) to foster action, debate and reflection related to European citizenship and democracy, shared values, common history and culture through cooperation within civil society organisations at European level;
- (b) to encourage interaction between citizens and civil society organisations from all participating countries, contributing to intercultural dialogue and bringing to the fore both Europe's diversity and unity, with particular attention to activities aimed at developing closer ties between citizens from Member States which acceded to the European Union before and those which have acceded since 30 April 2004.

Under the terms of the call, an organisation **should focus on at least one of those specific objectives** (see point 2.2.1 of the full text of the call for proposals).

1.3. Thematic priorities

The organisation to be selected should also focus in their work programme on **at least one** of the following **thematic priorities** (see point 2.2.2 of the full text of the call for proposals):

- (a) the future of the European Union and its fundamental values;

⁽¹⁾ Decision No 1904/2006/EC of the European Parliament and of the Council of 12 December 2006 (OJ L 378, 27.12.2006, p. 32).

- (b) active European Citizenship — participation and democracy in Europe;
- (c) intercultural dialogue;
- (d) impact of EU policies on society;
- (e) people's well being in Europe, employment social cohesion and sustainable development.

1.4. Call description

This call for proposals concerns **structural support, referred to as operating grant, to organisations pursuing an aim of general European interest.**

Operating grants provide financial support to costs necessary for the proper conduct of the normal and permanent activities of an organisation selected.

These costs include in particular personnel costs, overheads (rental and property charges, equipment, office supplies, telecommunications, postal charges, etc.) costs of internal meetings, publications, information and dissemination costs and costs directly linked to the organisation's work programme.

The aim is to select organisations, which through their **permanent, usual and regular activities** contribute to the objectives of the 'Europe for Citizens' Programme.

Note:

A specific call for proposals (call EACEA/30/07 'Structural support for European public policy research organisations and for civil society organisations at European level 2008-2009') was published on 26 September 2007 (OJ C 226, p. 4), which allowed organisations to apply to either Annual Operating Grants covering budget year 2008 or Multi-Annual Strategic Partnerships covering budget year 2008 and 2009.

The present call does not concern organisations which were already selected to conclude a **Framework Partnership Agreement 2008-2009** with the Agency, but aims to the selection of organisations for the conclusion of Annual Grant Agreements covering budget year 2009.

Organisations selected under call EACEA/30/07 for the reception of an Annual Operating Grant for 2008, as well as organisations which did not apply or were not selected under call EACEA/30/07 are welcome to apply if their profile corresponds to the description below.

2. ELIGIBLE APPLICANTS

2.1. Organisations

To be eligible for an operating grant, an organisation, pursuing an aim of general European interest must be:

- **measure 1:** a European public policy research organisation (think-thank) (described in point 2.1 of the full text of the call for proposals)

or

measure 2: a Civil society organisation at European level, promoting European citizenship (described in point 2.1 of the full text of the call for proposals),

- a non-profit making and independent organisation with a legal status and legal personality.

It must also:

- operate in the field of European citizenship as clearly defined in the articles of association,
- undertake the majority of their activities in eligible countries.

N.B.: Private individual contractors, universities, Europe-Houses or public administrations exercising governmental functions at local, regional or national level are not eligible.

A complete description of the potential candidates for a grant and the call's detailed eligibility criteria can be found under points 2 and 5 of the full text of the call for proposals.

2.2. Countries

Applicants must be established in one of the following countries:

- (a) **the Member States of the European Union on 1 January 2007 (27):** Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom;
- (b) **Croatia** (information concerning the agreements establishing the participation of other countries can be consulted on the webpage of Executive Agency — EACEA):

http://eacea.ec.europa.eu/citizenship/index_en.htm

3. AWARD CRITERIA

The award of annual operating grants shall be subject to the principles of transparency and equal treatment. The selection procedure takes place as follows:

- **Verification of eligibility:** applications will be checked to ensure that they fully comply with the eligibility (point 5 of the full text of the call for proposals). The exclusion criteria listed in Section 6 of the call will be applied.
- **Verification of operational and financial capacity:** the operational and financial capacity will be verified (procedure described under point 7 of the full text of the call for proposals).

— **Evaluation:** proposals in conformity with the verification of eligibility and the verification of operational and financial criteria will be evaluated by an evaluation committee **on the basis of qualitative and quantitative award criteria** with a view to determining which proposals may be co-financed. The evaluation committee will be assisted by independent experts.

Qualitative criteria will account for 80 % and quantitative criteria for 20 % of the grade attributed to applications with regards to award criteria.

3.1. Qualitative criteria (80 %)

The following factors will be assessed:

- (a) relevance to the objectives and priorities of the Europe for Citizens Programme (30 %);
- (b) adequacy, coherence and completeness of the work programme (20 %);
- (c) impact of the work programme (10 %);
- (d) European added value (10 %);
- (e) visibility of activities, dissemination and exploitation of results towards European citizens and other stakeholders (10 %).

3.2. Quantitative criteria (20 %)

The following factors will be assessed:

- (a) number of countries involved in the work programme (10 %);
- (b) number of participants directly involved in or directly benefiting from work programme activities (10 %).

4. BUDGET

4.1. General budget of the call for proposals

The total budget foreseen for the co-financing of operating grants is around **EUR 600 000** in 2009. The Executive Agency intends to finance around 10 applications under this call, but reserves the right not to use all the funds available.

The structural support will be awarded under the posts 15.06.66 of the European Union's General Budget.

4.2. Maximal amounts for individual applications

In 2009, **the maximum amount** for an operating grant will be **EUR 60 000**.

The Community financial aid may not exceed 80 % of the provisional expenses. For applicant using the Budget Based grant calculation method (see below), this refers only to 80 % of the organisation's eligible costs.

4.3. Grant calculation methods: Budget or Flat-Rate based

For the calculation of the amount of the operating grant, applicant organisations can choose between two systems of financing:

- 1. a flat rate financing;
- 2. the traditional eligible costs budget financing (budget based calculation).

Flat rate financing simplifies the calculation of the grant amount considerably in comparison with the traditional system where the grant is calculated on the basis of a detailed budget of eligible costs. In the flat rate financing system the beneficiary receives a fixed amount per staff member of its organisation.

Organisations applying the flat rate system will be able to use the grant for the implementation of its agreed work programme without being limited by predetermined budget categories and thresholds. This allows for greater flexibility and an easier use of the grant.

Though the flat rate system changes the basic calculation of the grant all other conditions like the maximum funding thresholds continue to apply.

A complete description of the two grant calculation methods can be found under point 9 of the full text of the call for proposals.

4.4. Period of eligibility

The period of eligibility must correspond to the applicant's budget year, as evidenced by the organisation's certified accounts.

If the applicant's budget year corresponds to the calendar year, the period of eligibility will be from 1 January 2009 to 31 December 2009.

For the applicants with a budgetary year that differs from the calendar year, the period of eligibility will be the 12-month period from the starting date of their budgetary year in 2009.

5. TIMETABLE

Applications must be sent to the Education, Audiovisual and Culture Executive Agency no later than **17 November 2008** (date as per post mark).

Only applications presented on the appropriate form, duly completed, dated, together with a balanced budget (revenue/expenditure) or a completed grant calculator (see point 9 of the complete call for proposals), submitted in two copies (one original document clearly identified as such and one certified copy), signed by the person authorised to enter into legally binding commitments on behalf of the applying body will be accepted.

Applications which do not include all the documents required and/or which are not submitted by the specified deadline will not be taken into consideration.

Applications must be sent to the following address:

— By post, date as postmark:

Education, Audiovisual and Culture Executive Agency
Unit P7 — Citizenship
'Europe for citizens' Call for proposals EACEA/26/08
Operating grants
BOUR, 01/25
Avenue du Bourget 1
B-1140 Brussels

— In person, before 5.00 p.m., the date of receipt being available, or by a member of staff of an express courier service, the date of receipt by the courier company being applicable, at the same address.

6. FURTHER INFORMATION

The full text of the call for proposals and the application form are available on the webpage of the Executive Agency (EACEA):

http://eacea.ec.europa.eu/citizenship/index_en.htm

Applications must comply with the requirement set out in the full text and be submitted using the forms provided.
