



# **Asylum, Migration and Integration Fund (AMIF)**

## **Call for proposals**

Information and awareness raising campaigns on the risks of irregular migration in third countries and within Europe

**(AMIF-2022-TF1-AG-INFO)**

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**EUROPEAN COMMISSION**  
Directorate-General for Migration and Home Affairs

HOME.E – Home Affairs Funds  
**HOME.E.4 – Union Actions and Procurement**

## **CALL FOR PROPOSALS**

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## 0. Introduction

This is a call for proposals for EU **action grants** in the field of prevention of irregular migration and countering migrant smuggling under the **Asylum, Migration and Integration Fund (AMIF)**

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

- Regulation 2018/1046 ([EU Financial Regulation](#))<sup>1</sup>
- the basic act ([AMIF Regulation 2021/1147](#))<sup>2</sup>

The call is launched in accordance with the 2021-2022 Work Programme<sup>3</sup> and will be managed by the **European Commission, Directorate-General for Migration and Home Affairs (DG HOME)**.

The call covers the topic: **Information and awareness raising campaigns on the risks of irregular migration in selected third countries and within Europe.**

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 (outcomes) (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)
- the [Online Manual](#) outlines the:
  - procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')
  - recommendations for the preparation of the application
- the [AGA – Annotated Grant Agreement](#) contains:

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<sup>1</sup> Regulation (EU) 2021/1147 of the European Parliament and of the Council of 7 July 2021 establishing the Asylum, Migration and Integration Fund (OJ L 251, 15.7.2021, p. 1).

<sup>2</sup> Commission Implementing Decision C(2021) 8458 final of 25 November 2021 concerning the adoption of the work programme for 2021-2022 and the financing decision for the implementation of the of the Thematic Facility under the Asylum, Migration and Integration Fund.

- detailed annotations on all the provisions in the Grant Agreement you will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc.*).

## 1. Background

Raising awareness of the risks of migrant smuggling and irregular migration is crucial for preventing irregular migration and embarking on hazardous journeys towards the EU. It is important to develop a counter-narrative to the one promoted by migrant smugglers, including on social media, with the involvement of diaspora communities in the EU<sup>4</sup>.

To this end, the renewed EU action plan against migrant smuggling (2021-2025)<sup>5</sup> foresees enhancing the prevention and awareness raising activities through targeted information and awareness raising campaigns in communities of origin and transit (including in refugee and reception camps in transit countries and diaspora in the EU) about the risks of irregular migration and smuggling, as well as the availability of relevant alternatives, to counter the fake narrative promoted by migrant smugglers. Information and awareness raising campaigns are also an integral part of the EU's anti-smuggling operational partnerships and contribute to the cooperation with partner countries of origin and transit in fighting migrant smuggling.

The Asylum, Migration and Integration Fund (AMIF) has already contributed to the financing of several information and awareness raising activities in third countries of origin and transit of irregular migration, such as InfoMigrants (<https://www.infomigrants.net/en/>). Following the 2017, 2018 and 2019 AMIF calls for proposals, information and awareness raising campaigns were launched in the Western Balkans, Africa and Asia<sup>6</sup>. Campaigns were also launched to engage and empower the voice of diaspora communities within the EU, to provide information and raise awareness to counter migrant smugglers' narratives for prospective migrants in third countries.

Building on lessons learned from previous campaigns, the European Commission has recently published a study on best practices in irregular migration awareness campaigns, highlighting ways to improve the quality and effectiveness of future campaigns.<sup>7</sup> **The present call for proposals aims to build on the results and expertise gathered over the last few years, in order to improve effectiveness of outreach to the target audiences.**

The decision to embark on an irregular journey to Europe is often characterised by the fact of overlooking the risks for the potential reward. Potential migrants might either overestimate the likelihood of a successful outcome, fail to make a conscious assessment based on evidence or disregard the likely risks altogether. Shortcomings in past information and awareness raising activities have often pointed to the following:

- Few potential migrants receive adequate information or consider it useful;
- Migrants did not trust certain information channels and while there was an abundance of reporting on the migratory situation, resorting to and trusting reliable news and information was still scarce;

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<sup>4</sup> [COM\(2015\) 285 final, p. 6.](#)

<sup>5</sup> [COM\(2021\)591 final.](#)

<sup>6</sup> Afghanistan, Albania, Bangladesh, Ethiopia, Ghana, Guinea, Ivory Coast, Mali, Morocco, Niger, Nigeria, Pakistan, Senegal, Somalia, Sudan, The Gambia, Tunisia and the Western Balkans.

<sup>7</sup> *Study on best practices in irregular migration awareness campaigns: final report* – European Commission, August 2021 <https://data.europa.eu/doi/10.2837/678132>

- Negative information presented in campaigns was either not believed, or was insufficient to overcome the appeal of the alternative positive information presented by friends, family or smugglers;
- Some migrants chose to disregard the information presented, as they felt that they had no other choice than to migrate.

The recent study on best practices in irregular migration awareness campaigns published by the European Commission<sup>8</sup>, as well as a previous study on the communication channels used by migrants and asylum seekers to obtain information in countries of origin and transit<sup>9</sup>, show that – despite the identified weaknesses – the implementation of communication campaigns with components targeted at origin, transit and destination countries has the potential to influence and reduce irregular migration to Europe. The key challenge is to design information campaigns in such a way that they effectively achieve this goal. Communication campaigns should consider the following elements for better outcomes:

- The need to separate the sources of information that influence and encourage the aspiration to migrate from the sources of information that lead to departure, and determine the smuggling process and route;
- The need to address aspirations to migrate irregularly, by seeking to counterbalance the unrealistic depiction of opportunities in Europe;
- The need to thoroughly define the intended objectives of the campaign by stating measurable outcomes and assigning values to them;
- The need to focus on and adapt to particular groups of migrants by narrowing down to the most important sub-populations;
- The need to engage more directly in the migrants' decision-making process by providing timely information, which would help migrants assess properly the likely rewards of risky behaviour, rather than just focusing on the risks themselves;
- The need to use communication channels tailored to the specific groups of the target audience (e.g. word-of-mouth, internet, television, social media, print, etc.);
- The need to nuance communication targeting migrants in transit, by helping them to assess and weigh up the known costs of remaining or the stigma of return on the one hand, against the unknown risks, costs and/or rewards of migrating irregularly onwards to Europe on the other hand;
- The need to work with communities in countries of origin to soften the stigma of return, to change perspectives on returnees and to support the re-integration processes and reconciliation with families;
- The role of network connections, such as family and friends in the transit or destination country in determining destination choices, for both regular and irregular migration journeys.

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<sup>8</sup> *Ibidem*

<sup>9</sup> *How West African migrants engage with migration information en-route to Europe – Study on communication channels used by migrants and asylum seekers to obtain information in countries of origin and transit, with particular focus on on-line and social media, Seefar and Optimity advisors for the European Commission, October 2017.*

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

### Objectives

The **general objective** of this call for proposals is to contribute to the change of perceptions and behaviour of third country nationals pondering to irregularly migrate to the EU and of key influencers of their decisions (e.g. families, religious or community leaders, teachers, returning migrants, providers of services facilitating migration). It should contribute to the EU's policy objectives in the area of irregular migration and be aligned with the renewed EU action plan against migrant smuggling (2021-2025)<sup>10</sup>.

In this context support will be given to projects of information and awareness raising campaigns in the area of migration in **third countries of origin and transit along the main migratory routes towards the EU**, in particular, the Eastern, Central and Western Mediterranean routes, the Western Balkans route and the Silk route. **Third countries of particular interest are Algeria, Bangladesh, Gambia, Iraq, Morocco, Niger, Nigeria, Pakistan, Senegal, Tunisia and Turkey. Regional campaigns targeting more than one third countries along the migratory routes would be appreciated.** The projects should focus on preventing irregular migration and the risks of migrant smuggling in particular. The campaigns in third countries may be complemented by components in Europe that focus on engaging the target audiences' network connections.

The goal of the present call for proposals is to support actions that pursue the following **specific objectives**:

- to provide trusted, factual, balanced information on the risks of irregular migration – during the journey (dangers of migrating irregularly) and after arrival (hardship of living in the EU irregularly and return), as well as on relevant legal alternatives of migration and on available economic opportunities in the country or region of origin;
- to empower credible voices in countering migrant smugglers' and diasporas' narratives on irregular migration and narratives on living irregularly in the EU;
- to strengthen multi-stakeholder cooperation between actors, such as civil society organisations, researchers, media outlets, local state actors, diaspora and where relevant other stakeholders;
- to enhance the sustainability of communication activities and results of the campaign.

Proposals which focus on information and awareness raising campaigns targeting only diaspora within EU Member States and **do not involve third countries will be rejected** under the Call for Proposals.

### Scope

The projects should lead to the following key **deliverables** for the corresponding components:

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<sup>10</sup> [COM\(2021\)591 final](#).

- **an inception report**, including the results from the targeted preparatory analysis carried out in order to develop the tailored communication strategy;
- **a tailored communication strategy document**, including definition of the geographical scope (e.g. if target communities established or transiting across several countries), audience segmentation, selection of topics and messages, plan for the use of tailored media, social media and any suitable communication channels, detailed plan for the roll-out of the campaign;
- **a monitoring and evaluation methodology document**<sup>11</sup>, outlining a theory of change, a results framework and the planned data collection methods;
- **the content of the information and awareness raising campaign**, including products and services designed, produced and disseminated during the campaign;
- **quarterly monitoring reports**, including on implementation, contingencies and adjustment measures and progress towards achieving the proposed key performance indicators;
- **a mid-term progress report** using the standard form that will be available on the Participant Portal;
- **a final report** including the results, as well as the observations from the monitoring and evaluation of the project.

Project proposals should include the following **components**:

1. Preparatory analysis in view of developing a tailored communication strategy for the project, in particular to identify the migration context, target audience(s) of the communication activities, its (their) characteristics, motivations, information needs and gaps as well as communication channels and tools, as to design the most effective approach to influence its (their) behaviour. The preparatory work should also rely as much as possible on results and lessons learnt from previous campaigns and communication activities carried out in the same country and should (if possible) use available primary and secondary data and own analysis. Where there is already available data that can be gathered from a thorough desk review, preparatory research should focus on field research on key unknowns, or on re-testing the effectiveness of the approach.
2. A tailored communication strategy based on the outcome of the preparatory analysis, in particular to define:
  - a comprehensive concept, including the overarching idea for the campaign structure, the key messages to be used throughout the period of implementation of the activities and the key visual elements;
  - a theory of change guiding both the campaign design and evaluation;<sup>12</sup>
  - SMART campaign objectives (specific, measurable, achievable, realistic, and time-bound);
  - the target audience and its segmentation (gender, age, education, profession, etc.);

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<sup>11</sup> Please refer to the European Commission Toolkit on evaluation of communication activities [https://ec.europa.eu/info/sites/info/files/communication-evaluation-toolkit\\_en.pdf](https://ec.europa.eu/info/sites/info/files/communication-evaluation-toolkit_en.pdf)

<sup>12</sup> See toolkit and templates in *Study on best practices in irregular migration awareness campaigns: final report* – European Commission, August 2021 <https://data.europa.eu/doi/10.2837/678132>

- the geographical scope of the campaign based on the target audience identified (which country/region and which part of that country in particular) and the specific migratory context (country of origin vs transit or destination);
  - the communication channels to be used depending on the target audience, ensuring a mix of traditional and social media, including media-buying plan where appropriate, as well as local or community level outreach, taking into account the habits of each segment of the target audience in terms of media access and consumption as well as the identification in the study on best practices of (remote) word-of-mouth messaging as the most effective and trusted communication channel in previous campaigns;<sup>13</sup>
  - alternative communication tools where appropriate, such as theatre plays, community-led debates, contests (e.g. photo, song, video) and awards (e.g. for journalists), school visits, testimonials, involvement of celebrities, etc., adapting them to the habits and characteristics of each context and segment of the target audience;
  - a creative approach allowing for participation and feedback from the target audience, e.g. by fostering use of smartphone apps and text messaging for both multiplication and monitoring/feedback purposes; a detailed plan for the roll-out and management of the campaign;
  - key performance indicators (KPIs), both qualitative and quantitative, with baseline and targets to be used to monitor the implementation and to assess the result of the campaign from the outset.
3. The production and implementation of the communication campaign, in particular:
- pre-testing of concepts and content of the campaign on sample/focus groups of identified target audience;
  - production of content of the campaign;
  - rolling-out of the communication activities.
4. Monitoring and evaluation of the results and impact of the campaign should be based on a learning-focused monitoring strategy with frequent testing of campaign elements. In particular it should include:
- a theory of change;<sup>14</sup>
  - a results framework;<sup>15</sup>
  - planned data collection methods;<sup>16</sup>
  - collecting and analysing of the key performance indicators (KPIs) defined in the communication strategy, both qualitative and quantitative, with baseline and targets to be used to monitor the implementation and to assess the result of the project, as well as measure the outputs and results of the project against programme performance indicators included in Annex VIII, Regulation

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<sup>13</sup> Study on best practices in irregular migration awareness campaigns: final report – European Commission, August 2021 <https://data.europa.eu/doi/10.2837/678132>

<sup>14</sup> See template 6 in Study on best practices in irregular migration awareness campaigns: final report – European Commission, August 2021 <https://data.europa.eu/doi/10.2837/678132>

<sup>15</sup> See template 7 in Study on best practices in irregular migration awareness campaigns: final report – European Commission, August 2021 <https://data.europa.eu/doi/10.2837/678132>

<sup>16</sup> See template 8 in Study on best practices in irregular migration awareness campaigns: final report – European Commission, August 2021 <https://data.europa.eu/doi/10.2837/678132>

(EU) 2021/1147, in particular as regards the Specific Objectives in Article 3(2)(a), (b) and (c);

- providing for adjustments of the on-going campaign if necessary;
  - allowing for lessons learnt and good practices for future campaigns.
5. A strategy for the sustainability of the campaign activities taking into account the potential long-term results, including cooperation with the authorities of the third country concerned.

### Expected impact

The projects financed under this priority should convincingly demonstrate how they will aim to contribute to:

- increasing awareness among prospective migrants on the risks of irregular migration and migrant smuggling, the relevant legal alternatives of migration and economic opportunities in the country or region of origin; as well as opportunities of voluntary return and reintegration programs from countries of transit;
- empowering credible voices in countering migrant smugglers' narratives on irregular migration and the diasporas' narratives on living irregularly in the EU;
- strengthening multi-stakeholder cooperation between actors such as civil society organisations, researchers, media outlets, local state actors, diaspora and where relevant other stakeholders;
- enhancing the sustainability of communication activities and provide a sound evaluation of results of the campaign.

The projects financed should also demonstrate how they intend to assess the short-term and/or long-term impact of the information campaign.

### Additional considerations applicable to this call

Project proposals submitted under the present call for proposals should as much as possible take into account and if possible build on the experiences from past and on-going information and awareness raising campaigns and activities in the area of preventing irregular migration and migrant smuggling, including those implemented by the EU, Member States and International Organisations.

Particularly, **the projects should seek synergies with and avoid the duplication of ongoing communication activities** being implemented under actions funded by the EU, such as the relevant projects co-funded by AMIF<sup>17</sup>, and projects funded by the EU Trust Fund for Africa, as well as, where relevant, with those implemented by EU Member States, International Organisations and other partners. Past and ongoing projects' descriptions can also be found on the Funding and Tenders Opportunities Portal at the AMIF Projects & Results section: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/projects-results;programCode=AMIF>, selecting the programming period 2014-2020 and keywords such as trafficking, third country nationals. The Financial Transparency

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<sup>17</sup> Current campaigns and communication activities supported by AMIF include campaigns funded through direct awards (e.g. InfoMigrants - <http://www.infomigrants.net/en/> and campaigns funded following the Call for Proposals AMIF-2019-AG-CALL).

System at <https://ec.europa.eu/budget/financial-transparency-system/index.html> is an additional source for projects.

In case the proposal aims at **designing and implementing** information and awareness raising campaigns, beneficiaries are encouraged to take advantage of the **toolkit** included in the study on best practices in irregular migration awareness-raising campaigns<sup>18</sup>, which includes templates for the different stages of designing and implementing an information and awareness raising campaign, such as **templates** for setting campaign objectives, for pre-campaign research, target audience selection, designing a theory of change, results framework and data collection methods.

Since the campaigns should seek to directly **address both prospective migrants and their key influencers** as well to ensure the viability of the campaigns, applicants should organise consultations with relevant authorities of the country subject to the proposal throughout the different phases of the project (conception, implementation, evaluation and sustainability). Therefore, applicants should develop **country-specific and audience-tailored messages** for the proposed campaign focussing on the risks associated to irregular migration.

Given the significance of behavioural change in the context of information and awareness raising campaigns, insights from psychology, sociology and behavioural economics could help to target and design communication activities and to measure their effects. Applicants are **encouraged to embed a behavioural approach**.

The European Commission would welcome proposals with a broad geographical scope engaging applicants from several EU Member States.

The consortium should include relevant key partners such as local and regional authorities, national public authorities, economic and social partners, employers, social economy actors, and civil society organisations, including migrant associations and local communities.

### 3. Available budget

The available call budget is **EUR 8 000 000**.

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

### 4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	31 March 2022
<u>Deadline for submission:</u>	<u>5 July 2022 – 17:00:00 CET (Brussels)</u>
Evaluation:	July-October 2022
Information on evaluation results:	November-December 2022
GA signature:	January 2023

<sup>18</sup> *Study on best practices in irregular migration awareness campaigns: final report* – European Commission, August 2021, page 70 <https://data.europa.eu/doi/10.2837/678132>

## 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*)
- **mandatory annexes and supporting documents** (*to be uploaded*):
  - detailed budget table: not applicable
  - CVs of core project team: not applicable
  - activity reports of last year: not applicable
  - list of previous projects as a separate annex (key projects for the last 4 years) (*template available in Part B*).

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 **50 pages** (Part B). Evaluators will not consider any additional pages.

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

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

## 6. Eligibility

### Eligible participants (eligible countries)

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

- be legal entities:
  - Public bodies

- Non-profit-making private entities
- be established in one of the eligible countries, i.e.:
  - EU Member States (including overseas countries and territories (OCTs), excluding Denmark<sup>19</sup>)
  - countries associated to the AMIF or countries which are in ongoing negotiations for an association agreement and where the agreement enters into force before grant signature<sup>20</sup>

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 as beneficiaries. The rules on eligible countries do not apply to them. However, being based in an eligible country does not contribute to the fulfilment of the minimum partnership requirement.

**Entities without legal personality** — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf, and offer guarantees for the protection of the EU financial interests equivalent to that offered by legal persons<sup>21</sup>.

**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'<sup>22</sup>.  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 - currently none - 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). If a country states its interest in joining AMIF 2021-2027 this will be reported on the AMIF page at the Funding and Tenders Opportunities Portal: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/amif2027>).

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<sup>19</sup> In accordance with Articles 1 and 2 of Protocol No 22 on the position of Denmark, annexed to the TEU and to the TFEU, Denmark is not taking part in the adoption of Regulation (EU) 2021/1147 and is not bound by it or subject to its application.

<sup>20</sup> The list of such countries can be found in the website [https://ec.europa.eu/home-affairs/funding/asylum-migration-and-integration-funds/asylum-migration-and-integration-fund-2021-2027\\_en](https://ec.europa.eu/home-affairs/funding/asylum-migration-and-integration-funds/asylum-migration-and-integration-fund-2021-2027_en)

<sup>21</sup> See Article 197(2)(c) of the EU Financial Regulation [2018/1046](#).

<sup>22</sup> For the definitions, see Articles 187(2) and 197(2)(c) of the EU Financial Regulation [2018/1046](#).

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)<sup>23</sup> and entities covered by Commission Guidelines No [2013/C 205/05](#)<sup>24</sup>). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

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

### Consortium composition

Proposals must be submitted by:

- minimum three applicants from three different participating Member States. Affiliated entities cannot be counted for reaching the minimum number of applicants. Affiliated entities and international organisations cannot be counted for reaching the minimum number of participating Member States.
- the following entities can NOT apply as coordinator:
  - profit making entities
- the following entities can NOT apply as beneficiaries/affiliated entities:
  - profit making entities

### Eligible activities

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

### Other important considerations

The following types of activities will not be considered eligible or relevant for the call and thus will not be funded:

- a) duplication of previously funded projects;
- b) projects requiring operating grants for setting up or maintaining of networks;
- c) research projects.

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.<sup>25</sup>

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<sup>23</sup> 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](#).

<sup>24</sup> Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

<sup>25</sup> In particular direct provision of assistance packages to victims in kind or in cash, legal actions before national or international and individual sponsorships/scholarships for participation in workshops, seminars, conferences, congresses, training courses, etc.

### Duration

Projects must be 24 months (extensions are possible, if duly justified and through an amendment).

### Project budget

Project budgets (maximum grant amount) must range

- between EUR 500 000 and EUR 1 000 000 per project for projects targeting one third country and
- between EUR 500 000 and EUR 1 500 000 per project for projects targeting several third countries (regional).

### Ethics

Projects must comply with:

- highest ethical standards
- 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.

Applications should pay appropriate attention to the effects of the project on individual rights and freedoms, and indicate the measures taken to limit or or remedy such effects.

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 21 of the EU Charter of Fundamental Rights.

Projects involving ethics issues may be made subject to specific ethics rules.

### Overview eligibility conditions

	<b>AMIF-2022-TF1-AG-INFO</b>
<b>Consortium composition – minimum number of</b>	
Entities <sup>26</sup>	3
Member States participating in AMIF <sup>27</sup>	3
<b>Consortium composition – participation of non-profit private organisations as</b>	
Coordinators	Yes
Beneficiaries	Yes
<b>Consortium composition – International Organisations can participate as</b>	

<sup>26</sup> Affiliated entities cannot be counted for reaching the minimum number of applicants.

<sup>27</sup> Affiliated entities and international organisations cannot be counted for reaching the minimum number of participating Member States.

Coordinators	Yes
Beneficiaries	Yes
<b>Consortium composition – participation of for-profit organisations as</b>	
Coordinators	No
Beneficiaries	No
<b>Duration of projects (in months)</b>	
	24
<b>Project budget – maximum grant amount</b>	
Minimum (EUR)	500 000
Maximum (EUR)	1 000 000 (targeting one third country) 1 500 000 (targeting several third countries)

## 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.

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.

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

### Operational capacity

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

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

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

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

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

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 participate<sup>28</sup>:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct<sup>29</sup> (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

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<sup>28</sup> See Articles 136 and 141 of the EU Financial Regulation [2018/1046](#).

<sup>29</sup> 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.

- representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
  - guilty of irregularities within the meaning of Article 1(2) of 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 that<sup>30</sup>:

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

## 8. Evaluation and award procedure

The proposals will have to follow a **two-step evaluation procedure**.

In the first step, there will be a pre-selection on the basis of the Relevance award criterion only. In the second step, the successful proposals will be assessed against the full set of award criteria.

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

For proposals with the same score (within a topic or budget envelope) a **priority order** will be determined according to the following approach:

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

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

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<sup>30</sup> See Article 141 of the EU Financial Regulation [2018/1046](#).

synergies between projects, or other factors related to the objectives of the call.

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

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

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

**Grant preparation** will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from your side. It may also include adjustments to the proposal to address recommendations of the evaluation committee or other concerns. Compliance will be a pre-condition for signing the 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 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:** clarity and consistency of the objectives and scope of the project seen against the objectives and expected impact/outcomes (if applicable) as identified in section 2; contribution to the relevant EU strategic documents and/or action plans and legislative context; previous results in the field; European/trans-national dimension (30 points)
- **Quality:** logical links between the identified problems, needs and solutions proposed; methodology for implementing the project (concept and methodology, timetable, monitoring and evaluation); expertise and quality of the consortium and project teams; management structures and procedures; risks and risk management; feasibility of the project within the proposed time frame; cost effectiveness and best value for money (50 points)
- **Impact:** expected short-term and long-term impact of results on target groups/general public; degree of ambition and innovation; appropriate communication strategy, including visibility of EU funding; appropriate dissemination strategy for ensuring sustainability and long-term impact; sustainability of results after EU funding ends; replicability/usability/potential for amplification of the results (20 points).

Award criteria	Minimum pass score	Maximum score
Relevance	21	30
Quality	n/a	50
Impact	n/a	20
<b>Overall (pass) scores</b>	<b>70</b>	<b>100</b>

Maximum points: 100 points.

Individual thresholds for the criterion 'Relevance': 21/30 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. Retroactive application can be granted exceptionally for duly justified reasons but never earlier than the proposal submission date.

Project duration: 24 months (extensions are possible, if duly justified and through an amendment).

### Milestones and deliverables

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

The following deliverables will be mandatory for all projects:

- An inception report.
- A tailored communication strategy document.
- A monitoring and evaluation methodology document.
- A mid-term progress report.
- A final project report.

### Form of grant, funding rate and maximum grant amount

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

Project budget (maximum grant amount): *see section 6 above*. The grant awarded may be lower than the amount requested.

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

The costs will be reimbursed at the funding rate fixed in the Grant Agreement (**90%**).

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

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

### Budget categories and cost eligibility rules

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

*Budget categories for this call:*

- A. Personnel costs
  - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
  - A.4 SME owners and natural person beneficiaries
  - A.5 Volunteers
- B. Subcontracting costs
- C. Purchase costs
  - C.1 Travel and subsistence
  - C.2 Equipment
  - C.3 Other goods, works and services
- D. Other cost categories: not applicable
- E. Indirect costs

*Specific cost eligibility conditions for this call:*

- personnel costs:
  - SME owner/natural person unit cost<sup>31</sup>: Yes

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<sup>31</sup> Commission [Decision](#) of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020) 7715).

- volunteers unit cost<sup>32</sup>: Yes (without indirect costs)
- travel and subsistence unit cost<sup>33</sup>: Yes
- equipment costs: depreciation
- other cost categories:
  - costs for financial support to third parties: not allowed
- indirect cost flat-rate: 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any)
- VAT: non-deductible VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible)
- divers:
  - in-kind contributions for free are allowed, but cost-neutral, i.e. cannot be declared as cost

 Volunteers costs — Volunteers costs are not a classic cost category. There are no costs because volunteers work for free, but they may nonetheless be added to the budget in the form of a pre-fixed unit cost (per volunteer) and thus allow you to benefit from the volunteers' work for the grant (by increasing the amount of reimbursement up to 100% of the normal costs, i.e. cost categories other than volunteers). More information is available in the [AGA — Annotated Grant Agreement, art 6.2.A.5](#).

#### 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.

There will be no **interim payments**.

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*).

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<sup>32</sup> 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).

<sup>33</sup> Commission [Decision](#) of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021) 35).

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

### Prefinancing guarantees

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

The guarantee should be in euro and issued by an approved bank/financial institution established in an EU Member State. 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 limited joint and several liability with individual ceilings — *each beneficiary up to their maximum grant amount*.

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

### Provisions concerning the project implementation

Security rules: *see Model Grant Agreement (art 13 and Annex 5)*

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

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

- rights of use on results: Yes

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

- additional communication and dissemination activities: Yes

- limited communication and visibility to protect persons involved: Yes

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

- EU restrictive measures: Yes
- durability: No
- specific rules for humanitarian actions: No
- specific rules for blending operations: No

#### 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](#) section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter).

Submit your proposal in 3 parts, as follows:

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

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

Documents must be uploaded to the **right category** in the Submission System otherwise the proposal 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).

Questions **received later than 7 calendar days before the deadline** for submitting applications will not be answered. In the interest of equal treatment of applicants, the Commission cannot give a prior opinion on the eligibility of applicants or actions.

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

### Contact

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

Non-IT related questions should be sent to the following email address: [home-amif-union-actions@ec.europa.eu](mailto:home-amif-union-actions@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** (*n/a for IBA named beneficiary calls*) — 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 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](#).