

FREQUENTLY ASKED QUESTIONS

GENERAL

What does EuropeAid do?

EuropeAid Development and Co-operation is a new Directorate–General (DG DEVCO) responsible for designing EU development policies and delivering aid through programmes and projects across the world.

It incorporates the former Development and Europeaid DGs.

To find out more, go to:

http://ec.europa.eu/europeaid/who/index_en.htm

What is the role of the EEAS?

The EU's external policies, strategies, instruments and missions overseen by the European External Action Service – have four key aims:

- support stability
- promote human rights and democracy
- seek to spread prosperity
- support the enforcement of the rule of law and good governance.

To find out more, go to:

http://eeas.europa.eu/policies/index_en.htm

What is the role of ECHO? (Humanitarian Aid and Civil Protection Office)

The European Union's has mandated ECHO to provide emergency assistance and relief to the victims of natural disasters or armed conflicts outside the European Union.

Since the new Commission started in 2010, ECHO is in charge of Civil Protection.

Community co-operation in the field of civil protection aims to better protect people, their environment, property and cultural heritage in the event of major natural or manmade disasters occurring both inside and outside the EU.

To find out more, go to:

http://ec.europa.eu/echo/index_en.htm

HOW WE FINANCE

The Commission's EuropeAid cooperation office implements the funding instruments for external assistance based on strategy papers and annual action programmes, EU funding is delivered through budget support, grants and contracts.

To find out more, go to:

http://ec.europa.eu/europeaid/how/finance/index_en.htm

Budget support

The European Commission defines budget support as the transfer of financial resources of an external financing agency to the national treasury of a partner country. These financial resources form part of the partner country's global resources, and are consequently used in accordance with its public financial management system.

To find out more, go to:

http://ec.europa.eu/europeaid/how/delivering-aid/budget-support/index_en.htm

Tenders, grants and framework contracts

. Where can I find current, closed tender opportunities and the list of selected firms?

All information pertaining to current, closed tender opportunities as well as a list of firms selected to carry out these tenders can be found on our website:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1224846858672&do=publi.welcome&userlanguage=en>

. Where can I find the tenders published by the delegations?

Consult the different websites of the delegations:

The tenders published by the delegations should normally appear on their websites.

To find out more, consult our list of delegations' website:

http://ec.europa.eu/external_relations/delegations/web_en.htm

. Where can I find documents and manuals relevant to calls for tenders?

Generic tenders

Standard documents regarding tenders for works, supplies, services are published on the following website:

http://ec.europa.eu/europeaid/work/procedures/index_en.htm

Specific tenders

All the documents are enclosed with the publication of the tenders, see our website:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1224846858672&do=publi.welcome&userlanguage=en>

. What conditions must be fulfilled in order to respond to a call for tenders?

All conditions and criteria to be fulfilled by applicants are explained in the practical guide available on the following website:

http://ec.europa.eu/europeaid/work/procedures/implementation/practical_guide/index_en.htm

. What are the rules concerning the nationality of the applicants?

Regarding the rules of eligibility concerning the nationality of the applicants, please consult:

http://ec.europa.eu/europeaid/work/procedures/implementation/eligibility/index_en.htm

. How can I obtain a grant?

- For a general information about grants and loans awarded by the different General Directorates of the European Commission:

To find out more, go to:

http://ec.europa.eu/grants/index_en.htm

- Grants awarded by EuropeAid:

Grants are awarded for projects proposed to the EU by (in general, non-profit-making) external organisations. The intention is that projects will be selected for grants on the basis of calls for proposals.

The publication of a call for proposals will indicate the relevant funding priorities of the EU, eligibility criteria and any other conditions for the award of a grant. The search facility on this website allows you to see current and expected calls for proposals (as well as those whose deadlines have now expired and information about grants which have been awarded as a result).

To find out more, go to:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1224846858672&do=publi.welcome&userlanguage=en>

- On line registration for grants' applicants "PADOR":

The "Potential Applicant Data Online Registration – PADOR" database is managed by EuropeAid and contains information about organisations applying for grants of the European Commission in the field of external assistance.

To find out more, go to:

http://ec.europa.eu/europeaid/work/onlineservices/pador/index_en.htm

. Framework Contracts

Information regarding the framework contracts is available on the following website:

http://ec.europa.eu/europeaid/work/framework-contract/index_en.htm

. Per diems

The subsistence paid to experts on missions undertaken in the course of an EC-funded external aid contract and requiring an overnight stay away from the base of operations in a beneficiary country must be a maximum of the per diem rate given below for each night away.

The list of the per diem rate by country is available on the following website:

http://ec.europa.eu/europeaid/work/procedures/implementation/per_diems/index_en.htm

Evaluation

The Evaluation Unit is in charge of the evaluation of the Commission's cooperation and development programmes in third countries, with the exception of enlargement candidate countries and humanitarian aid. It covers all geographical regions and the corresponding EC external cooperation programmes: Africa, Caribbean and Pacific Countries (ACP), Mediterranean Region (MED), Asia and Latin America

To find out more, go to:

http://ec.europa.eu/europeaid/how/evaluation/evaluation_reports/index_en.htm

HOW WE DELIVER AID

Project approach

. Project Cycle Management (PCM), as from November 2000 “Aid Delivery Methods”

The European Commission introduced PCM in the early 1990's to improve the quality of project design and management and thereby to improve aid effectiveness.

To find out more, go to:

http://ec.europa.eu/europeaid/multimedia/publications/publications/manuals-tools/t101_en.htm

Sector approach

The European Commission uses the sector approach as a way of working with partner governments, donors and other stakeholders. It ensures partner governments' ownership of development policy, strategy and spending. What is more, the sector approach offers increased coherence between national policies, sectoral policies, resource allocation and spending practices.

For more information, please read the Guidelines on EC Support to Sector Programmes:

http://ec.europa.eu/europeaid/how/delivering-aid/sector-approach/documents/guidelines_support_to_sector_prog_11_sept07_final_en.pdf

WHAT WE DO?

We promote good governance, human and economic development and tackle universal issues, such as fighting hunger and preserving natural resources.

For further information about our programmes:

http://ec.europa.eu/europeaid/what/index_en.htm

JOB OPPORTUNITIES

- General information about recruitment within the European Institutions
EuropeAid Development and Cooperation offers job opportunities at its Brussels' headquarters, as well as in EU delegations based around the world. [EPSO](#) is the single point of contact for all EU citizens who wish to work for the European Institutions.

- Individual experts – Humanitarian Aid Office

How do I find out about vacancies? How do I apply?

Refer to the website of ECHO:

http://ec.europa.eu/echo/about/jobs/experts/experts_recruitment_en.htm

- Junior experts in Delegation Programme

The Junior Experts in Delegation programme, also known as the JED programme, aims to provide qualified University graduates from EU Member States with invaluable experience in the European Union's External Service Delegations situated in particular in developing countries. The initiative is sponsored by the European Commission and the Member States of the European Union.

To find out more, go to:

http://eeas.europa.eu/delegations/jed/index_en.htm

- To find out about stages at the Commission:

http://ec.europa.eu/stages/index_en.htm

USEFUL LINKS

Where can I find the publications edited into the frame of external assistance?

These publications are published on the website of the Info Point dedicated to external assistance, they are also available on hard copies (respecting our stocks available):

http://ec.europa.eu/europeaid/infopoint/publications/index_en.htm

To order please send an E-mail to the specific mailbox: EuropeAid-infopoint-publications@ec.europa.eu

Orders can also be done via EU book shop:

http://bookshop.europa.eu/eubookshop/index.action?request_locale=EN

How to contact the European Commission:

http://ec.europa.eu/contact/index_en.htm

http://ec.europa.eu/staffdir/html/legal_en.htm

The websites of the EU delegations are accessible from:

http://ec.europa.eu/external_relations/delegations/web_en.htm

The portal to European Union law is available on the following website:

<http://eur-lex.europa.eu/en/index.htm>

Representations of the European Commission in the Member States:

http://ec.europa.eu/represent_en.htm

Citizens: information about your rights in the EU and how to exercise them:

<http://ec.europa.eu/citizensrights/>

General information service of the European Commission:

***Europe Direct* is a service to help you to find answers to your questions about the European Union.**

New Freephone Number:

00 800 6 7 8 9 10 11

http://ec.europa.eu/europedirect/index_en.htm