

SPECIFIC PROGRAMME
"DRUG PREVENTION AND INFORMATION" (2007-2013) - DPIIP
CALL FOR PROPOSALS JUST/2011-2012/DPIP/AG – Action Grants

1. INTRODUCTION

On 25 September 2007, the European Parliament and the Council adopted Decision No 1150/2007/EC¹ establishing the specific programme "Drug Prevention and Information" (DPIP) for the period 2007-2013 as part of the general programme 'Fundamental Rights and Justice'.

The EU Drugs Strategy 2005-2012 sets targets for all EU drug-related activities to attain a high level of protection, well-being and social cohesion by preventing and reducing drug use, dependence and drug-related harms to health and society. The EU Action Plan on Drugs 2009-2012 translates these targets into a list of concrete actions to reduce the prevalence of drug use among the population and to reduce the social harm and health damage caused by drugs. This programme will contribute to the achievement of those actions.

2. ESSENCE OF THE CALL

This call for proposals for action grants aims to co-fund projects that fall under the objectives of the DPIP Programme² and the priorities of this call. All proposals will be judged solely against the criteria set out in this call for proposals.

The selected projects must enable progress to be made in attaining one of the priorities outlined in this call.

Projects require a minimum partnership of 2 eligible organisations from 2 different EU Member States and cannot have an initial duration exceeding 24 months. If the applicant/partner is from any of the EFTA States that are parties to the EEA Agreement (Iceland, Liechtenstein and Norway- hereafter referred to as the "eligible EFTA States") the project must involve in addition at least two eligible organisations from two different EU Member States.

Projects should not be planned to start until after the notification of an award (an indicative estimate being at least 4 (four) months after the deadline of the call). Projects that have already started or are completed before the deadline for submission of the proposals will not be eligible for funding.

Only projects, which do not aim to generate a profit, will be eligible for funding.

EU funding cannot constitute more than of 80% of overall eligible project cost and requested amount under this call cannot be less than EUR 75.000.

Applicants must comply with the conditions set out in the call and follow the instructions stipulated in the Guide for Applicants published with this call.

The deadline for submitting proposals via the PRIAMOS on-line application is

17 April 2012, 12:00 CET.

¹ Decision No 1150/2007/EC of the European Parliament and of the Council of 25 September 2007 <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2007:257:0023:0029:EN:PDF>

² Art. 2 and Art. 3, Council Decision No1150/2007/EC

3. SPECIFICITIES OF THIS CALL

The call for proposals is based on the Drug Prevention and Information annual work programmes for 2011 and 2012³ and combines the priorities as well as the resources available for both years. The available funding consists of an indicative amount of **EUR 4.953.200**.

4. CALL PRIORITIES

Overall priority will be given to large-scale projects built on a wide partnership involving organisations from a significant number of EU Member States/eligible EFTA States and offering a true European scope and relevance. The projects under this call for proposals shall focus on the annual priorities described below. They must consist of transnational projects, studies and research, exchange of best practice, training, study visits, staff exchanges, seminars, meetings, conferences or a combination of these. Specific attention will be given to new types of addictions with regard to use of new psychoactive substances.

Proposals must demonstrate their innovation and show that there is no duplication with existing activities, including those foreseen by the EMCDDA – European Monitoring Centre for Drugs and Drug Addiction⁴.

4.1.1. Ensure the expansion of the knowledge base, the exchange of information and identification and dissemination of good practices in the area of drug-demand reduction (Priority code: KNOB)

- Develop effective approaches in prevention, in particular interactive interventions following social influence approaches and life-skills (e.g. interactive teaching, conflict handling, coping skills).
- Develop prevention approaches including brief intervention and assessment specifically targeting the combined use of licit and illicit substances (poly-drug use), in particular aimed at young people.
- Develop integrated and innovative approaches to identify, monitor and respond to new trends and patterns in the consumption of – in particular – new psychoactive substances which are not controlled ("legal highs") but which may pose health and social risks including new types of drug dependence.
- Develop successful models for E-health interventions for early detection, self-management, brief interventions and treatment aimed at drug users and/or their families.
- Develop approaches in selective prevention targeted at vulnerable groups at high risk of developing problem drug use (e.g. families at risk, young offenders, homeless, prisoners).
- Develop preventive and treatment approaches that take into account the needs of specific drug user groups (e.g. sex workers, (pregnant) women, migrant and minority groups, specific age groups).
- Exchange of best-practices on treatment programmes targeted at non-opioid drug users (e.g. cocaine, cannabis).

³ Decision No C(2010)8234 of 7 January 2011 and Decision No C(2011)9469 of 21 December 2011
http://ec.europa.eu/justice/grants/programmes/drug/index_en.htm.

⁴ <http://emcdda.europa.eu>

- Develop innovative approaches aimed at preventing relapse and at reintegration and rehabilitation of (long-term) drug users, including – inter alia – those released from prison.
- Enhancing the economic analysis of the drugs phenomenon.
- Develop and implement best practice in the field of quality standards and guidelines in the field of drug demand reduction.
- Review current practices and barriers to monitoring data on health, drug use and drug services in prison settings, and develop guidelines and models of good practice for demand reduction in prison and on continuation of care on release.

4.1.2. Raise awareness of the health and social problems caused by drug use or which influence drug consumption, and to encourage an open dialogue with a view to promoting a better understanding of the phenomenon of drugs (Priority code: AWAR)

- Exchange of best practice on innovative awareness raising campaigns targeted at young people and integrated with prevention activities on the risks associated with drug use.
- Exchange of best practice on innovative approaches, also, via the internet, to provide information and advice to parents/family and members/carers of drugs users to support their involvement in preventing the use of drugs by young people.

4.1.3. Support measures aimed at preventing drug use, including by addressing reduction of drug-related harm and treatment methods taking into account the latest state of scientific knowledge (Priority code: PREV)

- Identify and develop innovative approaches in harm reduction to reduce drug-related deaths, in particular targeting poly-drug use and non-opioid drug users.
- Develop and implement approaches to reduce drug-related harm to drug users in prisons and/or on release from prison and improve their access to treatment.
- Develop models of good practice in information and training for staff in emergency services and recreational settings (nightclubs, pubs, etc) to effectively respond to drug-related incidents.
- Review opportunities for developing and implementing (innovative) interventions, including training activities, to prevent hepatitis C in drug users.
- Develop approaches the systematic collection of data on emergency rooms admission for drugs, with a particular focus on identifying trends in use and adverse consequences relating to stimulant and poly drug use.

4.1.4. Projects aimed at the involvement of civil society in the implementation of the European Union's Drug Strategy and Action Plans on Drugs (Priority code: CIVI)

- Exchange of best-practices on cooperation between authorities and civil society at local and/ or regional level, by public services providing prevention, education, harm reduction and law enforcement, working together with voluntary organisations and service providers from civil society.

4.1.5. Projects aimed at the monitoring, implementation and evaluation of specific actions under the Drugs Action Plan 2009-2012 (Priority code: DRAP)

- Development and exchange of best practice in policy and programme evaluation at different levels in the drug field (city level, local, regional and national) in line with the EU Drugs Action Plans.

IMPORTANT NOTE 1

Applicants must indicate clearly which one of the above priorities their proposal addresses. Projects submitted outside these priorities will also be evaluated but their assessment will take into account that they are not in conformity with the priorities of this call.

4.2. Target Groups

The target groups (**final beneficiaries**) of the programme's activities are all those who may be affected by the consequences of drug use, including: young people, women, vulnerable groups and people living in socially disadvantaged areas.

Other target groups (**intermediary beneficiaries**) are, inter alia, teachers and educational staff, parents, social workers, local and national authorities, medical and paramedical staff, judicial staff, law enforcement and penitentiary authorities, NGOs, trade unions and religious communities.

5. CONDITIONS FOR PARTICIPATION

This call for proposals together with the Guide for Applicants is published on the website of the Drug Prevention and Information programme (DPIP website) at

http://ec.europa.eu/justice/grants/programmes/drug/index_en.htm

Applicants must comply with the conditions set out in the call and follow the instructions stipulated in the Guide.

A project must be prepared by a partnership composed of at least 2 eligible organisations from 2 different EU Member States. If the applicant/partner is from any of the eligible EFTA States the project must involve in addition at least two eligible organisations from two different EU Member States.

Applicants and partners cooperating in the conception and implementation of the project must all be eligible for funding under this Programme. They will share the financial responsibility for the project.

5.1. Who may apply?

Applicants and partners must comply with the following requirements:

Legal status: They must be legally constituted public or private organisations and institutions (non-governmental organisations, regional and local authorities at the relevant level, university departments and research centres). Public bodies at national/central level and international organisations are not eligible under this DPIP call;

Origin: They are based in one of the 27 Member States of the European Union and/or eligible EFTA States (Iceland, Liechtenstein and Norway);

Non-profit: They are non-profit-making (bodies and organisations which are profit-oriented shall have access to grants under the Programme only as partners if justified by

the nature of the action). The involvement of the profit making entity should be explained in the application. If the profit oriented body is involved as a co-beneficiary partner it should be demonstrated that it is involved in the project on a strictly non-profit basis.

IMPORTANT NOTES 2

Applications from natural persons (private individuals) are not eligible.

Organisations from acceding and candidate countries to the EU and from Western Balkan countries included in the stabilisation and association process are not eligible to participate in projects under this call as applicants or co-beneficiary partners. Organisations from these countries can only participate as associate partners on a non-funded basis.

However, if participation for any of these countries becomes possible after the publication of this call, a notification will be placed on the DPIP website.

An applicant may apply for support for several separate projects under this call. In this case, a separate application for each project should be submitted in the PRIAMOS system. In case more than one project is selected for funding, the Applicant must demonstrate its operational/professional and financial capacities to implement the selected projects.

Applicants may also participate as Partners in projects submitted by other organisations.

5.2. Associate Partners

Organisations which either do not comply with the criteria for applicant or partner organisations or do not wish to receive funding to participate in the project may participate as associate partners. This may include, for example, organisations from any third country which are not eligible for EU funding, EU agencies and bodies or international organisations.

6. EVALUATION CRITERIA

The submitted proposals will be evaluated against exclusion, eligibility, selection and award criteria.

6.1. Exclusion Criteria

Potential applicants and partners may not participate in this call for proposals or be awarded grants if they are in any of the situations referred to in Articles 93(1), 94 and 96(2)(a) of the Financial Regulation⁵. A full list of these is included at the end of the Grant Application Form.

6.2. Eligibility Criteria

Proposals will be declared ineligible if they do not respect one or more of the following criteria. If a grant application is declared ineligible, it will not be considered for further evaluation and a rejection letter to that effect will be sent to the applicant.

- 1) The grant application must have been submitted through PRIAMOS no later than the deadline of **12:00 CET on 17 April 2012**;

⁵ Council Regulation (EC, Euratom) No 1605/2002

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:2002R1605:20071227:EN:PDF>

- 2) The grant application must be submitted through PRIAMOS on the standard form together with all duly completed annexes required for this call for proposals. Any alterations made to the form will disqualify the application;
- 3) Projects must be within the scope of the DPIP Programme;
- 4) Projects cannot have already been completed nor started prior to the deadline of the call;
- 5) The project must be transnational and involve at least two eligible organisations from two different EU Member States or the EFTA Member State. The applicant organisation and the partners must be eligible to participate in accordance with heading 5 (Conditions for participation) of this call;
- 6) The amount of Union funding requested cannot exceed 80% of the total eligible costs of the project. The 20% complementary co-financing borne by the applicant and/or the partners and other donors should be indicated in the appropriate annexes but also in the budget which must be balanced;
- 7) The project must have a maximum initial duration of 24 months;
- 8) The EU grant applied for cannot be lower than EUR 75 000.

IMPORTANT NOTE 3

Once the eligibility verification procedure is completed, the Commission will inform applicants of the reasons for non eligibility of their proposals.

6.3. Selection criteria

In accordance with Article 116(1) of the Financial Regulation and Article 176 of the Implementing Rules, proposals will be evaluated according to the following selection criteria:

- 1) The applicant's **sufficient operational and professional capacity** to complete the proposed action:
 - The Applicant must have appropriate, proven competence, qualifications and experience in the specified area of the proposed action.
 - The key staff must have the necessary skills, experience and capacity to carry out the project.
- 2) The Applicant's **sufficient financial capacity** to complete the proposed action:
 - The Applicant must have a sound financial situation and sufficient sources of funding to maintain the activities of the action over the entire duration of the project.
 - The applicant must provide co-financing of at least 20% of the total eligible costs of the project, evidenced through the budget, its own accounts, signed Partner Declaration(s) and/or Co-financing Declaration(s).

Only proposals which satisfy the selection criteria will be examined further.

6.4. Award criteria

The award criteria aim to ensure the selection of actions with a high inherent quality, which contribute as much as possible to Programme objectives and priorities in a cost-effective manner. Synergies and complementarities with other EU instruments and programmes shall be sought and overlaps and duplications with existing activities avoided.

All projects meeting eligibility, exclusion and selection criteria will be assessed against the following award criteria:

- 1. Relevance to the EU Action Plan on Drugs 2009-2012 and this call's priorities and complementarity with other EU instruments. (30 points)**
 - (a) The extent to which the proposal objectives match the priorities stipulated in this call and the objectives stated in the EU Action Plan on Drugs 2009-2012, with other EU activities, avoiding duplication with projects funded by other EU programmes and with the work of EMCDDA. (15 points)
 - b) The relevance of the problem addressed by the project and of the expected results and practical impact on target groups. (15 points)

- 2. Quality of the proposed action regarding its conception, presentation, expertise, organisation, methodology, expected results. (30 points)**
 - a) The extent to which the approach, methodology and timeframe proposed is suitable to carry out the activities, to respond to the nature of the problem and to achieve the desired outcome? (10 points)
 - b) Are the proposed activities suitably designed to achieve the objectives as stated in the proposal? Does the proposal include actions and mechanisms for project progress monitoring and for evaluating the project during its lifetime (internal or external/ formal or informal) (10 points)
 - c) To what extent is the project organised with a balanced distribution of tasks and expertise within the partnership? (10 points)

- 3. European dimension: the geographical scope of the project in terms of partners, participants and target group and/or its added value at European level. (20 points)**
 - a) To what extent do the project activities present a European dimension (e.g. in terms of geographical coverage of target groups)? (5 points)
 - b) To what extent do the organisations involved make up a broad European partnership? (5 points)
 - c) Does the proposal deserve support at a European level (rather than at local, national level?) (5 points)
 - d) How high is the added value of the project at European level? (5 points)

- 4. Dissemination and sustainability of the project measures planned for the dissemination of the results and to ensure adequate follow-up of project outputs (10 points)**
 - a) Are there effective plans put in place for appropriate and timely disseminations/sharing of results? (5 points)
 - b) Are project results likely to have an impact and be sustainable? (5 points)

- 5. Value for money/ Cost effectiveness (10 points)**
 - a) To what extent provided budget of the project is reasonable given the expected results of the project? (5 points)
 - b) Does the project present good value for money? (5 points)

Proposals that do not attain an overall score of 70 points shall not be considered for the award of a grant.

Once the evaluation procedure is completed, including the opinion of the Programme Committee and the adoption of the Commission's decision, the Commission will inform each applicant of the final decision taken and of the next steps. The Commission will then set in motion the procedures necessary for preparation of the grant agreement for successful applications (including dialogue with the applicant concerning any necessary technical and financial adjustments).

7. KICK-OFF MEETING

The budget for the proposal must include travel costs to and from Brussels and 1 overnight stay (if necessary) for 1 to 2 representatives of the coordinating organisation (including at least the project coordinator but ideally also the financial coordinator if not the same person).

These costs are to allow successful applicants to participate in the 1-day "kick-off" seminar dedicated to project management, administrative aspects and reporting obligations.

8. APPLICATION DOCUMENTS TO BE SUBMITTED

The applicant must upload in PRIAMOS the duly completed Grant Application Form, to which the following annexes must be attached:

Please use the templates provided by the Commission:

- Annex 1. Project description and Implementation Form;
- Annex 2. Budget form;
- Annex 3. Partner/Associate Partner Declaration Form (includes declaration on exclusion criteria and legal entity);
- Annex 4. Co-financing declaration Form by other donors (if relevant).

IMPORTANT NOTE 4

Please note that Partner/Associate Partner Declaration Forms and Co-financing declaration Forms need to be signed and scanned before they are attached to the Grant Application Form.

In addition, applicants must submit the following supporting documents using their own format:

- Annex 5. Curriculum vitae of key staff performing the work in connection with the project;
- Annex 6. Official annual financial statements (Balance sheet and/or Profit and loss account) for the past 2 years that demonstrate the applicant's financial capacity, and, in the case of grants exceeding EUR 500.000, an audit report certifying the accounts for the last financial year available, produced by a certified external auditor;
- Annex 7. Evidence of legal status: Applicant's article of association or statutes, proof of legal registration of the applicant, VAT registration;
- Annex 8. Annual technical/narrative report of the applicant organisation for the previous year.

IMPORTANT NOTES 5

Annexes 6, 7 and 8 are not requested if the Applicant is a government body (e.g. local, regional government authority, municipality or other public body) or a university.

However, also these entities should be prepared to supply **Evidence of legal status - Annex 7** upon request of the Commission during the evaluation or before the conclusion of the Grant Agreement if the proposal is awarded a grant.

An application is considered complete only if the Grant Application Form and all annexes are attached and uploaded on time in PRIAMOS under one single "registration number".

In the absence of any of the documents the application shall be considered ineligible.

9. DEADLINE FOR SUBMITTING APPLICATIONS

Applications must be completed and submitted via PRIAMOS by:

17 April 2012, 12:00 CET

Please note that although the PRIAMOS system is able to handle a high number of applications at the same time, it is advisable NOT to wait until the last moment to register on the system and submit your application.

10. GUIDE FOR APPLICANTS

Please read the Guide for applicants carefully, as it contains all details required for applying. It provides explanations and further details on the conditions to be met, the documents to fill out and submit, as well as instructions on how this must be done using PRIAMOS. It is considered as an integral part of the conditions of the call.

11. HELPDESK

Questions regarding the call for proposals may be sent by e-mail to the address below:

JUST-DRUGS-PROGRAMME@ec.europa.eu

Questions regarding registration and application via PRIAMOS may be sent to:

HOME-JUST-PRIAMOS-USM@ec.europa.eu

The Commission shall reply according to the Code of good administrative behaviour within 15 working days from receipt of the question. In the interest of equal treatment of applicants, the Commission cannot give a prior opinion on the eligibility of an applicant, a partner or an action or on the outcome of the call before the official publication of results.

12. WHERE TO GET FURTHER INFORMATION

The Drug Prevention and Information programme website (DPIP website):

http://ec.europa.eu/justice/grants/programmes/drug/index_en.htm

PRIAMOS information:

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