

# **European Programme for Critical Infrastructure Protection**

## **2007 CALL FOR PROPOSALS**

following the  
**Commission Decision C(2006)5025 of 26 October 2006**  
**on Financing a Pilot Project containing a set of Preparatory actions with a view to**  
**strengthening the Fight against Terrorism**

### **(Action Grants)**

#### **1. BACKGROUND AND MAIN OBJECTIVES OF THE PILOT PROJECT**

The era of more open borders, integrated economies and new technologies in Europe has thrown up new security challenges. Classic threats to security (that is, military threats posed by hostile States) are now replaced by new, dynamic threats that risk disrupting our society and endanger our citizens (cyber attacks, terrorism, natural disasters etc). While countering threats from terrorism is a priority, our security measures have to be based on an all hazards approach (i.e. terrorist attacks and natural disasters alike). Tackling these new threats is one of the most important issues for the EU in the foreseeable future.

On 2 December 2004, the Council adopted the revised European Union Solidarity Programme on the Consequences of Terrorist Threats and Attacks, highlighting the importance of risk and threat assessments, protection of critical infrastructure, mechanisms for the detection and identification of terrorist threats, and the political and operational preparedness and capability for consequence management.

The December 2005 JHA Council decided that critical infrastructure protection will be based on an all hazards approach applicable for all types of threats while countering threats from terrorism as a priority.

A first call for proposals was carried out earlier in 2006 which has now led to the award of funding of 10 proposals out of 40 received. The quality and range of proposals received clearly demonstrated to the Commission the importance of continued EC funding in this area. This new call for proposals will therefore continue to contribute to the development of the European Programme for Critical Infrastructure Protection (EPCIP) as well as policy measures aiming at upholding and/or guaranteeing security and public order during a crisis situation.

It is possible to resubmit unsuccessful applications for funding made under a previous call for proposals by filling in a new application form and submitting it as a new proposal. This may be of interest for applications put on a reserve list in a previous call, as a reserve list valid under a previous call for proposals is not valid for a new subsequent call for proposals.

Critical infrastructure protection is by nature a very complex and far reaching issue, and involves setting up a new policy area within the European Union which cuts across a large number of critical infrastructure sectors and organisational boundaries. To meet the overall purpose of EPCIP and to secure added value, it is vital that attention is aimed at the areas of greatest risk. While countering threats from terrorism is a priority, following the JHA Council

conclusions of December 2005, actions funded under this programme have to be based on an all hazards approach.

This call for proposals shall stimulate, promote and develop measures on prevention, preparedness and consequence management aimed at preventing or reducing all security risks, in particular risks linked with terrorism.

With regard to prevention and preparedness, the call for proposals aims at:

- a) stimulating, promoting, and supporting risk and threat assessments on critical infrastructure, including evaluations on-site to identify threats and vulnerabilities and needs for upgrading their security.
- b) promoting and supporting common operational measures to improve security in cross-border supply chains, provided that the rules of competition within the internal market are not distorted.
- c) promoting and supporting the development of minimum security standards, exchange of best practices, risk assessment tools, methodologies to compare and prioritise infrastructure in different sectors, analysis of vulnerabilities and interdependencies on protection of critical infrastructure.
- d) promoting and supporting Community-wide coordination and cooperation on protection of critical infrastructure. Where relevant to promote the development of proposals for minimum protection measures and common guidelines.

With regard to consequence management, the call for proposals aims at:

- a) stimulating, promoting and supporting exchange of know-how, experience and technology.
- b) stimulating, promoting and supporting the development of relevant methodology and contingency plans.
- c) ensuring real-time input of specific expertise on security matters within overall crisis management, rapid alert and civil protection mechanisms.

Against this background, the Commission adopted on 26 October 2006 the Decision C/2006/5025 on Financing a Pilot Project containing a set of preparatory actions with a view to strengthen the Fight Against Terrorism.

The **general objective** of the Pilot Project, as defined in the description of Article 18 05 06 of the 2006 general budget of the European Union, is to tap into the full potential of the fight against terrorism and to speed up the Community's activities to further improve the security of citizens and to combat terrorism, in particular by filling the gaps between the various existing Community activities.

These include activities with the **specific objective** of enhancing protection of critical infrastructure. The total budget planned for grants in the work programme 2006 of the European Programme for Critical Infrastructure Protection is 3 millions euros.

## **2. PROJECTS TO BE CO-FINANCED AND TARGET GROUPS**

This Call for proposals invites applicants for financial support for actions in the field of critical infrastructure protection.

### **2.1. Projects to be co-financed**

Projects should have a potential for transferability at EU level in the field of security-oriented critical infrastructure protection and be on one of the following six themes/topics:

- *Enhancement of protection measures for critical infrastructure*
- *Vulnerabilities and resilience of critical infrastructure, including developing methodologies*
- *Risk mitigation strategies and threat assessments for critical infrastructure*
- *Development of contingency plans*
- *Development of common security standards and innovative technologies for protection of critical infrastructure*
- *Trans-national projects, which must involve partners in at least two Member States, or at least one Member State and an applicant country*

### **2.2. Target groups**

The Pilot Project is addressed to owners and operators of critical infrastructure, regulators, professional bodies and business/industry associations and standardisation bodies, as well as to those responsible for critical infrastructures.

### **2.3. Eligible applicants**

Projects may be submitted by, and grants can be awarded to, Member State authorities dealing with critical infrastructure protection, relevant national and EU research institutions, the owners/operators of critical infrastructures, business/industry associations and standardisation bodies.

Participants from applicant countries and non-EU countries may be involved and their costs eligible if the project justifies it; however, they are not permitted to submit projects.

### **2.4. Expected results**

The projects within the six thematic priorities are expected to contribute to the achievement of the general as well as the specific objectives of the programme. The projects are intended to contribute:

- to the development of instruments (at EU level), strategies and activities/measures in the field of the effective protection of critical infrastructure (at both EU and MS levels) and/or;
- to the development of a common framework for the effective protection of critical infrastructure at EU level.

In addition, the projects should achieve the following results:

- development of methods, techniques and instruments for operational and training use in the field of critical infrastructure protection;

- exchange and dissemination of information, experience and best practices between Member States and applicant countries and between the different organizations or bodies responsible for the protection of critical infrastructures;
- development and improvement of the relationship between public authorities and private sector in the field of critical infrastructure protection;
- improvement of mutual knowledge of the Member States protection systems;
- capacity to share good practices;
- creation of informal contact networks between authorities;
- development of a culture of trust and cooperation.

### **3. AMOUNTS ALLOCATED FOR GRANTS**

The total amount proposed for co-financed projects in 2007 on the basis of this call for proposals is EUR 3 000 000 (maximum funding: 70% of the total eligible costs).

### **4. EVALUATION CRITERIA FOR PROPOSALS**

#### **4.1. Eligibility criteria**

To be eligible, a grant application must meet the following criteria:

- it must relate to the specific objective of the Pilot Project as referred to under Point 1 and to one of the six themes as referred to under Point 2.1;
- it must be submitted using the grant application form made available by the Commission in electronic format; no other form will be accepted; all sections of the form must be completed;
- it must meet the formal requirements and be accompanied by **all** the documents listed in Point 5;
- it must submit a budget in euro, balanced in income and expenditure. The amount of Community funding requested shall not exceed 70% of the total eligible costs of the project;
- It must meet the following conditions:
  - the project cannot already be completed and it must begin between 1 September 2007 and 31 December 2007;
  - the project must not last more than 1 year.

## 4.2. Exclusion criteria

Candidates shall be excluded from participating in this call for proposals if:

- they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- they have been convicted of an offence concerning their professional conduct by a judgment which has the force of *res judicata*;
- they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- they have been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- following another procurement procedure or grant award procedure financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations;
- they are subject to a conflict of interest;
- they are guilty of misrepresentation in supplying the information required or fail to supply this information.

Candidates must sign the declaration on the last page of the application form. Candidates who have been found guilty of making false declarations or have been found to have seriously failed to meet their contractual obligations in an earlier Community procurement or grant award procedure may be subject to administrative or financial penalties or exclusion from Community contracts and grants in accordance with Art. 133 IR<sup>1</sup>.

## 4.3. Selection criteria

The following elements will be examined:

- the applicant's operational and professional capability to implement the proposed project, including evidence of its know-how and that of its partners to complete the project and to access the information or participants as planned;

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<sup>1</sup> Art. 133, Commission Regulation (EC, Euratom) No 2342/2002 of 23 December 2002 laying down detailed rules for the implementation of Council Regulation (EC, Euratom) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities (Official Journal L 357, 31/12/2002), as amended by Commission Regulation (EC, Euratom) No 1261/2005 of 20 July 2005 and by Commission Regulation (EC, EURATOM) No 1248/2006 of 7 August 2006.

- the applicant's financial capability based on the submitted documents (such as the balance sheets showing annual incomes and expenditures, cash flow, debts and the amount of cash available).

Only proposals which meet the above selection criteria will be examined in detail.

#### **4.4. Award criteria**

Proposals that are in conformity with the programme's objectives will be assessed by the evaluation committee and they will be ranked on the basis of the following criteria:

- whether the project has a European dimension in the case of trans-national projects and/or a potential for transferability at EU level (15%);
- compatibility with work undertaken or planned under the EU's policy priorities in the field of critical infrastructure protection (10%); (as referred to under Point 1)
- whether the project is complementary to other past, present or future activities, notably whether it is likely to contribute to the preparation and the start up of a future European Programme for Critical Infrastructure Protection, as defined in the Commission Communication of October 2004 and its Green Paper of November 2005 (10%);
- the inherent quality of the project in terms of its conception, organisation, and presentation (45%);
- the amount of the subsidy requested and whether it is proportionate with the expected results (10%);
- the impact of the project on the programme's objectives (10%).

### **5. PRACTICAL INFORMATION ABOUT SUBMITTING AN APPLICATION**

Applications must be submitted with the application form and model forward budget for the Call for proposals Critical Infrastructure Protection 2007, which are available on the Europa web-site.

([http://ec.europa.eu/justice\\_home/funding/epcip/funding\\_epcip\\_en.htm](http://ec.europa.eu/justice_home/funding/epcip/funding_epcip_en.htm))

The applicant must fill in the fields indicated and send back the document on a **diskette or CD-ROM** and in **three paper copies (one signed original plus two copies)**.

Applications submitted on an application form that has been altered or used before, as well as forms completed by hand, will be disqualified.

#### **5.1. Documents to be submitted**

The following documents must be submitted in triplicate:

- the application form for the Call for proposals on Critical Infrastructure Protection 2007, **duly completed, dated and signed by the person authorised** to enter into legally binding commitments on behalf of the applicant; the applicant may wish to transmit a translation of his application in another language;
- a timetable for implementation of the project;

- a forward budget, **dated and signed, presented on the standard budget form** for the Call for proposals on Critical Infrastructure Protection 2007, including a detailed breakdown of expected expenditure and revenue (the relevant budget form can be found on the Commission's website);
- declarations by all partners (if applicable), standard forms for which can be found on the JLS-Call for proposals on Critical Infrastructure Protection 2007 site.

A single copy of the following documents is required:

- the financial identification form, dated and signed by the applicant, and signed and stamped by the bank concerned;
- the legal entities form, dated and signed by the applicant;
- the applicant organisation's annual activity programme for 2007 including the list of the planned activities and their timing, location and costs<sup>2</sup>;
- a report or description of the activities carried out by the organisation in 2005 and 2006<sup>2</sup>;
- an organisation chart and a description of the tasks of the staff, including the CVs of staff members responsible for carrying out the activities as specified in the project proposal;
- evidence that the applicant can enter into financial commitments on behalf of the university (applicable only to universities or university departments).

In addition to the above mentioned documents, private institutions or bodies should provide<sup>3</sup>:

- the latest financial statements (balance sheet, profit and loss account), including audited accounts when required under the national law;
- an external audit report if the amount of grant applied for exceeds 500 000 euros; this audit report shall certify the account of the last financial year available and give an assessment of the financial viability of the applicant (stable and sufficient sources of funding to maintain his activity);
- the forward budget for 2007 showing a detailed breakdown of the body's expected expenditure and revenue;
- evidence of legal status, including articles of association;
- a copy of any official document (e.g. Official Gazette, Register of companies, etc.) showing the contractor's name and address and the registration number given to it by the national authorities;
- a copy of the VAT registration document, if applicable and if the VAT number does not appear on the official document referred to above.

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<sup>2</sup> Public bodies need not provide these documents when their grant application relates to a project in their special area of responsibility.

<sup>3</sup> Ministries, law enforcement and judicial authorities do not need to provide these documents.

In addition to the above mentioned documents, public bodies and authorities should provide:

- a copy of the resolution, law, decree or decision establishing the entity in question;
- or, failing that, any other official document attesting the establishment of the entity.

Applicants are free to provide any other documentation which they consider appropriate in support of their application.

## **5.2. Deadline for submitting applications**

Applications must be submitted in a sealed envelope by registered mail, by courier service, or by hand-delivery to the address indicated below:

### **By post or by courier service, to:**

European Commission  
Directorate-General Justice, Freedom, Security  
**Unit D4 Financial support and prevention of general crime:**  
**Call for proposals on Critical Infrastructure Protection 2007**  
Office LX-46 2/106  
B-1049 Brussels

### **By hand delivery, to:**

European Commission  
**Directorate-General Justice, Freedom, Security**  
**Call for proposals on Critical Infrastructure Protection 2007**  
Office LX-46 2/106  
Mail Department  
Rue de Genève 1  
B-1140 Brussels-Evere

Applications must be either:

- by registered mail or by courier service, posted or dispatched **not later than 29 March 2007** (as evidenced by the postmark or by the date of the deposit slip),
- received by hand-delivery (in person or by an agent) **not later than 29 March 2007 at 15.00** (Brussels time), in which case a receipt must be obtained as proof of submission, signed and dated by the official who took delivery.

**Any application received after the deadline or at the wrong address will be automatically rejected.**

## **5.3. Acknowledgement of receipt**

Following the opening of proposals, the Commission will send an acknowledgement of receipt to all applicants, indicating whether or not the application was received prior to the deadline and informing them of the reference number of their application.

## **6. FURTHER INFORMATION**

Applicants are invited to consult the "Guide to the Call for proposals on Critical infrastructure Protection" at the following address:

[http://ec.europa.eu/justice\\_home/funding/2004\\_2007/epcip/funding\\_epcip\\_en.htm](http://ec.europa.eu/justice_home/funding/2004_2007/epcip/funding_epcip_en.htm)

Questions may be sent by e-mail or by fax to the address or number listed below, indicating clearly the reference of the Call for Proposals:

e-mail address: JLS-CFP2007-EPCIP@ec.europa.eu

Fax: + 32 2 299 82 15

The Commission shall reply according to the code of good administrative behaviour within 15 working days from the receipt of the question.

In addition, the European Commission has the task of promoting equality between women and men and must aim in all its activities to eliminate gender inequalities (Articles 2 and 3 of the EC Treaty). In this context, women are particularly encouraged either to submit proposals or to be involved in their submission. As regards studies or research projects, the Commission would also like to draw your attention to the importance of a systematic breakdown by sex of all statistics used and of an analysis of the potentially different impact of policies on men and women, even if they appear at first sight to be gender neutral.

### **6.1. Examination of applications**

The Commission may contact applicants to request additional information at any time prior to taking its award decision. Failure to respond to such requests by the deadline set may lead to disqualification of the application. Applicants must take the necessary steps to ensure that they can be contacted rapidly up to the end of the selection process. Where the Commission contacts an applicant, this does not in any way constitute or reflect a pre-selection of the proposal on the part of the Commission.

The Evaluation Committee expects to complete its work by the **end of May**. Applicants shall be informed of the outcome of their application within fifteen calendar days after the award decision has been taken, indicatively no later than **1<sup>st</sup> July 2007**.

For beneficiaries of a grant under this programme, a pre-financing payment of 60% may be made after the signature of the grant agreement by both parties and in accordance with its terms. The Commission may require the beneficiary to lodge a guarantee in advance to limit the financial risks connected with the payment of pre-financing. The exact calculation of the final amount of the subvention will be done when the project has ended on the basis of supporting documents provided by beneficiary.

### **6.2. Ex-post publicity**

All grants awarded in the course of a financial year must be published on the Internet site of the Community institutions during the first half of the year following the closure of the budget year in respect of which they were awarded. The information may also be published by any other appropriate medium, including the Official Journal of the European Union. The following will be published:

- (a) the name and address of the beneficiaries;
- (b) the subject of the grant;
- (c) the amount awarded and the rate of funding of the costs of the project;

The European Commission may waive the above obligations if publication of the information could threaten the safety of the beneficiaries or harm their business interests. Beneficiaries of grants must clearly display acknowledgement of the support received from the EU.

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