



Internal Security Fund - Police

Call for proposals

Call for proposals restricted to EU Member States to establish a Common Operational Partnership (COP) with the relevant competent authorities from third countries to prevent and fight against migrant smuggling and trafficking in human beings along migratory routes towards the EU via North Africa

ISFP-2018-AG-SMUGG

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HISTORY OF CHANGES		
Version	Publication date	Changes
1.0	14.12.2018	▪ Initial version
2.0	12.04.2019	• Under point 6.1, the text is changed to allow the participation in the Call of mandated public or non-public implementing agencies or bodies.



INTERNAL SECURITY FUND POLICE (2014-2020)

2018 RESTRICTED CALL FOR PROPOSALS

ISFP-2018-AG-SMUGG

Call for proposals restricted to EU Member States to establish a Common Operational Partnership (COP) with the relevant competent authorities from third countries to prevent and fight against migrant smuggling and trafficking in human beings along migratory routes towards the EU via North Africa

1. INTRODUCTION

Article 67(3) of the Treaty on the Functioning of the European Union (TFEU) declares as the European Union's objective ensuring a high level of security within an area of freedom, security and justice.

To achieve this objective, enhanced actions at European Union level should be taken to protect people and goods from increasingly transnational threats and to support the work carried out by Member States' competent authorities. Terrorism, organised crime, itinerant crime, drug trafficking, corruption, cybercrime, trafficking in human beings and arms, inter alia, continue to challenge the internal security of the Union.

The Internal Security Strategy for the European Union (Internal Security Strategy), adopted by the Council in February 2010, constituted a shared agenda for tackling these common security challenges and identified the following relevant strategic objectives for 2010-2014: to disrupt international crime networks, to prevent terrorism and address radicalisation and recruitment, to raise levels of security for citizens and businesses in cyberspace and to increase Europe's resilience in the face of crises and disasters.

To promote the implementation of the Internal Security Strategy and to ensure that it becomes an operational reality, the Internal Security Fund (ISF Police) was set up.

In April 2015 the European Commission adopted the European Agenda on Security (EAS) for the coming five years, which builds on the actions undertaken under the previous Internal Security Strategy, thus ensuring consistent and continued action. The EAS represents an effective and coordinated response at European level to new and complex threats and sets out how the European Union can bring added value to support the Member States in ensuring security. It has identified the following three priorities: tackling terrorism and preventing radicalisation, disrupting organised crime and fighting cybercrime.

On the basis of the EAS, the Council adopted in June 2015 the renewed European Union Internal Security Strategy 2015-2020 confirming tackling and preventing terrorism, radicalisation to terrorism and recruitment as well as financing related to terrorism, preventing and fighting serious and organised crime and preventing and fighting cybercrime as the main priorities for European Union's actions.

Legal basis of ISF Police are the following regulations:

- Regulation (EU) No 513/2014 of the European Parliament and of the Council of 16 April 2014 establishing the Instrument for financial support for police cooperation, preventing and combating crime, and crisis management (OJ L 150 of 20 May 2014);
- Regulation (EU) No 514/2014 of the European Parliament and of the Council of 16 April 2014 laying down general provisions on the Asylum, Migration and Integration Fund and on the instrument for financial support for police cooperation, preventing and combating crime, and crisis management (OJ L 150 of 20 May 2014).

The ISF Police Regulation sets out two specific objectives, respectively:

- (i) crime prevention, combating cross-border, serious and organised crime including terrorism, and reinforcing coordination and cooperation between law enforcement authorities and other national authorities of Member States, including with Europol or other relevant Union bodies, and with relevant third countries and international organisations;
- (ii) enhancing the capacity of Member States and the Union for managing effectively security-related risks and crises, and preparing for and protecting people and critical infrastructure against terrorist attacks and other security-related incidents.

In conformity with Regulation (EU) No 514/2014 Article 6.2, in order to implement the ISF Police, the Commission has adopted, on 4 October 2018 the 2018 Annual Work Programme for Union actions and emergency assistance¹, which includes this Call for Proposals.

Background:

Migrant smuggling by sea, and more specifically via the Mediterranean routes, remains the main and most dangerous modus operandi for criminal networks facilitating illegal crossings of the EU's external borders.

The Mediterranean continues to be the most important and deadly travel route towards the EU, with African countries being amongst the primary origin and/or transit countries of irregular migratory flows. IOM, the UN Migration Agency, reports that 108,417 migrants and refugees entered Europe by sea in 2018 until 2 December. 1,285 people have lost their lives while trying to cross the Central Mediterranean to Europe since the beginning of the year (2,133 estimated total deaths in the Mediterranean). Up until the end of October 2018, roughly 21,600 illegal border crossings occurred through the Central Mediterranean route which is 81% lower than in the same period in 2017; while the total number of illegal border crossings up to the end of October 2018 via the Western Mediterranean Sea route was 42,924, which is 176% higher than in the same period in 2017.

The sheer number of different nationalities provides evidence of the diverse origins of irregular migrants that contribute to the phenomenon of mixed migration flows. The top ten nationalities of migrants arriving up to the end of October 2018 along the Central Mediterranean route were: Tunisian (4,826), Eritrean (3,153), Sudanese (1,902), Pakistani (1,373), Nigerian (1,252), Ivorian (1,080), Algerian (978), Malian (878) and Guinean (817). The poor socio-economic situation, ongoing conflicts, climate change, social unrest in their countries of origin together with the work-related opportunities in destination countries are quoted as the principal push and pull factors behind their decision to migrate to more affluent European countries.

¹ [C\(2017\)6343](#) final

West African countries (Nigeria, Guinea, Côte d'Ivoire, Gambia, Senegal, and Mali) have been part of the top ten countries of origin for irregular arrivals to Europe both in 2017 and thus far (until end of October) 2018. Decisions to travel to Europe are in most cases fragmented over the course of the journey. Indeed, the majority of the migrants in transit decide to migrate to Europe once already in a transit country (Libya, Algeria, Senegal, Mali, and Burkina Faso)². The West Africa region currently includes some of the main countries of origin of third country migrants who are victims of trafficking in human beings in the EU. Most of the countries in the East and Horn of Africa region are countries of origin, transit and destination for irregular migrants who are vulnerable to becoming victims of trafficking, in particular those using the services of migrant smugglers.

This call for proposals aims to strengthen law enforcement cooperation and judicial cooperation between EU Member State authorities and relevant competent authorities along irregular migratory routes towards and through North Africa, to better address the challenges posed by the activities of criminal organisations engaged in the smuggling of migrants and trafficking in human beings. This will be achieved in the framework of a Common Operational Partnership with relevant authorities along the irregular migration routes, with initiatives that can include organisational, strategic and operational aspects of tackling the smuggling of migrants and the trafficking of human beings. Envisaged activities can revolve around a combination of capacity building, basic technical equipment, best practice exchanges, information sharing, mentoring/twinning activities, as well as possible support to investigations and prosecutions.

Home Affairs funds will provide support to the launch and implementation of this initiative through a targeted action supporting the competent authorities of the Member States in cooperation with competent authorities of third countries along irregular migratory routes, towards North Africa and ultimately to Europe. The aim is to enhance cooperation to prevent and fight against organised crime networks active in migrant smuggling and trafficking in human beings along key points of irregular migratory routes. The activities supported through this project will have a direct impact in the EU by contributing to the upstream maintenance and improvement of internal security of the EU.

2. PRIORITIES OF THIS CALL FOR PROPOSALS

2.1 Objective

The Call for Proposals aims at funding projects in the area of law enforcement and judicial cooperation between two or more EU Member States, or at least one EU Member State, and one third country along the migratory routes towards and/or within North Africa and then onwards to the EU as final destination.

Project applications submitted under this Call for Proposals are for activities involving any countries of origin and transit along irregular migration routes that in particular result in migration pressures affecting the EU through the Mediterranean.

The objective of the projects to be funded are to enhance the prevention and fight against the smuggling of migrants and trafficking in human beings by establishing Common Operational Partnerships³ (COPs) that would support structured cooperation between competent law enforcement authorities, judicial authorities and other relevant services of the participating EU Member States and third countries.

² “How West African migrants engage with migration Information en-route to Europe” – Seefar Sept 2017

³ The concept of Common Operational Partnerships covers Article 19 of the United Nation Convention against Transnational Organised Crime, and the EU legislation following the conclusion of the Convention by the European Union in 2004 (Council Decision 2004/579/EC) which foresees that in relation to matters that are the subject of investigation, prosecution or judicial proceedings in one or more States, the competent authorities concerned may establish joint investigation bodies.

2.2 Expected outcomes

Through the establishment of a COP, the project should aim to achieve one or more of the following **outcomes** related to the prevention and fight against organised criminal groups engaged in migrant smuggling and trafficking in human beings, without duplicating existing projects or structures:

- Enhanced mutual trust and cooperation internationally, regionally and nationally between different agencies, through assistance in developing and enhancing procedures as well as legal, administrative and statistical tools necessary to support the exchange of information between competent law enforcement and judicial authorities in tackling migrant smuggling and trafficking in human beings;
- Improved institutional and operational setting, including through capacity building and better equipment, as a basis for cross-border cooperation between relevant third countries and EU Member States as well as EU agencies, such as Europol, the European Border and Coast Guard Agency or Eurojust and international organisations such as Interpol and UNODC where relevant;
- Improved information exchange between partner law enforcement agencies nationally, regionally and internationally.

2.3 Preparatory steps

The development of the project proposal should include the following preparatory steps:

- Identify and analyse relevant services/agencies, legal framework and procedures in relation to countering migrant smuggling and trafficking in human beings in the third country.
- Assess the capacity building needs of law enforcement and judicial authorities in the third country;
- Define and agree with the relevant third country partners the scope of the mandate and the prerogative of a COP;
- Assess the optimal partnership approach in terms of whether/which joint activities take place in the EU Member State(s), in the third country itself or a mixture of the two.

2.4 Work streams

The delivery of the project itself should include the following **streams of work as part of the programme of ongoing activities**:

- Provision of targeted capacity building and on-the-job mentoring/twinning opportunities for the enlisted competent authorities in third countries on detection, investigation techniques and collecting evidence for judicial proceedings in the areas of migrant smuggling and trafficking in human beings. When relevant, this should include a focus on document fraud and illicit financial flows linked to migrant smuggling.
- Reinforced operational cooperation through the exchange of liaison officers in EU Member States and/or third country, including through mutual support for ongoing investigations if relevant;
- Support, guidance and sharing of best practice for establishing more effective inter-agency / inter-ministerial cooperation as well as improved procedures and organisational structures to encourage optimal allocation of resources, both at national and regional levels
- An assessment of coordination and complementarity with ongoing externally funded projects in this area (in particular those detailed in section 6.2) through timely

information sharing between the relevant Commission services and amongst the different actions.

Any actions under this Call for Proposals shall respect and shall be implemented in line with the rights and principles enshrined in the Charter of Fundamental Rights of the European Union. Applications should pay appropriate attention to the effects of the project on individual rights and freedoms, as well as to possible remedies. In addition, any action under this Call for Proposals should comply with all relevant ethical principles and all applicable international, EU and national law on ethical issues while carrying out the project.

Proposals consisting exclusively of studies and/or conferences will not be considered for funding under this Call for Proposals.

3. TIMETABLE

	Stages	Date and time or indicative period
a)	Publication of the call	13 December 2018
b)	Deadline for submitting applications	28 May 2019 - 17:00 CET)
c)	Evaluation period	May - August 2019
d)	Information to applicants	August 2019
e)	Signature of Grant Agreement	November 2019
f)	Starting date of the action	November 2019

4. BUDGET AVAILABLE

The total budget earmarked for the co-financing of the project (s) is estimated at EUR 7.500.000 (seven and half million euro).

The Commission reserves the right not to distribute all the funds available.

5. ADMISSIBILITY REQUIREMENTS

Applications must be sent no later than the deadline for submitting applications referred to in section 3.

Applications must be submitted using the Electronic Submission System of the Participant Portal originally developed for the Horizon 2020 Research programmes.

Applications must be submitted using the standard Submission Form Part A and Part B. They must include all the mandatory information and be accompanied by the Forecast Budget Calculation and (if applicable) the Audit Report⁴ Annexes.

Applications must be drafted in one of the EU official languages. English is preferred in order to speed up the evaluation procedure.

⁴ If the share of a grant requested by an organisation (applicant or co-applicant) exceeds EUR 750 000, this organisation must also provide an audit report produced by an approved external auditor certifying its accounts for the last closed financial year.

Projects cannot be scheduled to last more than 36 months.⁵ Applications for projects scheduled to run for a longer period will be rejected.

Failure to comply with these requirements will lead to the rejection of the application.

6. ELIGIBILITY CRITERIA

6.1. Eligible applicants and applications

In order to be eligible for a grant, the Applicant must:

- a) Be a public body of a Member State of the European Union participating in the ISF Police instrument⁶.

In order to be eligible for a grant, the Co-applicants must:

- b) Be a public body, or, by the competent authority's mandate, a public or non-public implementing agency or body of a Member State of the European Union participating in the ISF Police instrument.

Public bodies established in third countries may participate, but only as co-applicants;

In order to be eligible for a grant, applications must be:

- c) Transnational, i.e. involving at least two entities established in two different EU Member States participating in the ISF Police instrument, or at least one EU Member State participating in the ISF Police instrument and one third country;
- d) Seeking EU co-financing of at least EUR 500 000.
- e) Activities must not have started prior to the date of submission of the grant application.

Union Agencies can be neither Applicants nor Co-applicants. However, the invitation of relevant EU agencies such as Europol and EBCGA in the implementation of the action (on a no-cost basis) is encouraged.

To prove these eligibility requirements, applicants and Co-applicants will have to provide the relevant information and upload necessary documents showing their legal status in the Beneficiary Register. The information needs to be provided before the submission deadline.

6.2. Eligible activities

In line with Article 8 (3) of Regulation 513/2014, for actions in relation to and in countries along the irregular migration routes towards North Africa and onwards to the EU as final destination, the following types of activities are eligible under this Call for Proposals:

- i. networking, mutual trust and understanding, as well as identification, exchange and dissemination of know-how, expertise and best practice, including through coordination and exchange of information between EU Member State liaison officers in the relevant third country and the European Migration Liaison Officers based in those countries, as well as other relevant EU Agency liaison officers.
- ii. information sharing, cooperation and coordination between law enforcement authorities and, where applicable, international organisations, including common operational partnerships and any other form of cross-border joint operation, access to and exchange of information and interoperable technologies;
- iii. training, on-the-job mentoring and twinning opportunities for staff and experts of relevant authorities, on the detection, investigation and prosecution methodologies

⁵ The project duration may be extended during its implementation for duly justified reasons subject to the Commission's approval via an amendment to the Grant Agreement.

⁶ All EU Member States, with the exception of United Kingdom and Denmark, are participating in the ISF Police instrument. Legal entities established in the United Kingdom (unless the United Kingdom decides to opt in and to participate in the ISF Police) or Denmark cannot participate in this call.

- in the area of migrant smuggling and trafficking in human beings, including on financial investigations and document fraud;
- iv. development of common training curricula and training courses for relevant law enforcement agencies, possibly in cooperation with local training institutions;
 - v. exchange of liaison officers in the respective countries, where appropriate, or, in agreement with partners, through participation in common operational activities such as joint investigations;
 - vi. coordination and exchange of information between Member States' liaison officers and the European Migration Liaison Officers (EMLOs) or other EU Agency liaison officers in the region, by making full use of already existing cooperation platforms and networks such as the Network of the Immigration Liaison Officers, and by ensuring that Europol and the European Border and Coastguard Agency (EBCGA) are fully involved in the exchange and analysis of information, whenever relevant and within the respect of the applicable legal framework, including concerning the exchange of personal data;
 - vii. preparatory, administrative and technical support to the deployment of an EU Member State liaison officers and short-term experts to the region or for the deployment of relevant third country officials to an EU Member State;
 - viii. making use of existing reporting mechanisms related to migrant smuggling and trafficking in human beings in the relevant third countries, and if necessary support the setting up of information hubs (e.g. 24/7 call centre) for reporting, as well as quick communication of operational information to relevant local law enforcement entities to prevent migrant smuggling and trafficking in human beings;
 - ix. acquisition, maintenance, and/or further upgrading of technical equipment, including ICT systems and their components;

During the implementation, the project should ensure full complementarity with other relevant ongoing or upcoming projects in the region, as well as identifying synergies and opportunities to foster cooperation on information exchange with Europol's European Migrant Smuggling Centre and Information Clearing House. In particular initiatives need to be well targeted and complement the following EU-supported projects:

- "Trafficking in Persons and Smuggling of Migrants" (TIPSOM Project) – an action against trafficking in human beings and smuggling of migrants in Nigeria. Aims at including capacity building activities for law enforcement, enhancing identification investigation and prosecution of smugglers and traffickers as well as increasing regional awareness of the risks of irregular migration;
- Strengthening of Africa-Frontex Intelligence community (AFIC) – an instrument to fight serious cross border crimes affecting Africa and the EU. The project will (a) enhance information sharing (interagency and interregional); (b) improve operational capability; (c) increase risk analysis capacity;
- Support to the strengthening of police information systems in the West Africa Region (WAPIS) – a multicounty action that aims at harmonizing and structuring the national and regional management of police information in the broader West Africa region in order to increase and improve law enforcement capabilities to prevent and fight against irregular migration, migrant smuggling and trafficking in persons.
- The Regional Operations Centre – Khartoum (ROCK) – a 3 year project, designed to enhance regional law enforcement cooperation in tackling migrant smuggling and trafficking in human beings in the Horn of Africa.
- The Niger Joint Investigation team (JIT) with France and Spain leading on working in partnership with Nigerien law enforcement partners to enhance their capability to tackle the organised criminality behind the smuggling of migrants.

- EU Cooperation Platforms against migrant smuggling and trafficking in human beings as well as other Immigration Liaison Officer networks operating in relevant countries and/or region.
- "EUROMED POLICE IV" of which, one of the priorities is enhancing regional operational, law enforcement cooperation on fighting organised crime, including migrant smuggling and trafficking in human beings;
- "EUROMED JUSTICE" of which one of the priorities is enhancing regional judicial cooperation on fighting organised crimes, including migrant smuggling and trafficking in human beings;
- EU funded Interpol led ENACT project focusing on strengthening investigative skills, information sharing and capacity building within Niger, Malawi, Uganda and Congo).
- "Interpol South" to intensify and accelerate exchange of operational information in the Neighbourhood South, and with the EU, on issues related to organised crime, terrorism, smuggling of migrants, trafficking of human beings and trafficking of small arms, and, to this effect, to increase data collection (e.g. Foreign Fighters database, Stolen and Lost Travel Documents, iArms and iTrace, notices, Stolen Art Works) from the Neighbourhood South;

The project plan must include regular reviews which enable the Commission to be engaged and when necessary and appropriate provide strategic guidance and support coordination with other EU supported actions.

7. EXCLUSION CRITERIA

Applicants will be excluded from participating in the Call for Proposals procedure and from the grant award if they are in any of the situations referred to in articles 136(1) of the EU Financial Regulation⁷, i.e. one of the following situations:

7.1. Exclusion from participation in the Call for Proposals

- (a) 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;
- (b) they or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of an EU Member State which has the force of res judicata;
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the European Investment Bank and international organisations;
- (d) they are not in compliance with their 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 Belgium or those of the country where the action is to be implemented;
- (e) they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any

⁷ Regulation (EU, EURATOM) 2018/1046 of the European Parliament and of the Council of 30 July 2018 on the financial rules applicable to the general budget of the Union (OJ 2018 L193, p 1).

other illegal activity, where such an illegal activity is detrimental to the Union's financial interests;

- (f) they are currently subject to an administrative penalty for: being guilty of misrepresentation in supplying the information required by the Commission as a condition of participation in a procurement or grant award procedure or for failing to supply this information; or having been declared to be in serious breach of its obligations under grant agreements or contracts financed by the Union's budget.

7.2. Exclusion from award

Applicants will not be granted financial assistance if, in the course of the grant award procedure, they:

- (a) are subject to a conflict of interest in connection with the action;
- (b) are guilty of misrepresentation in supplying the information required by the Commission as a condition of participation in the grant award procedure or fail to supply this information;
- (c) find themselves in one of the situations of exclusion, referred to in section 7.1.

Administrative and financial penalties may be imposed on Applicants and Co-applicants who are guilty of misrepresentation.

8. SELECTION CRITERIA

8.1. Financial capacity

The verification of the financial capacity shall not apply to public bodies.

8.2. Operational capacity

The verification of the operational capacity shall not apply to public bodies.

9. AWARD CRITERIA

Eligible applications and their proposed action will be assessed on the basis of the following award criteria:

- Relevance: applications will be assessed on the extent to which they match the priorities and expected outcomes as identified in this Call for Proposals (section 2 above) and in the relevant EU strategic documents and/or action plans (section 1 above), and on whether the expected impact will be significant on the selected priority(ies) (30 points).

Applications receiving less than 21 points for the "relevance" criterion will not be evaluated further.

- Quality: applications will be assessed with regards to the appropriateness of their design and planned implementation, taking into account the envisaged activities, methodology, organisation of work and strategy for project management, evaluation and dissemination (20 points);
- Cost-effectiveness: applications will be assessed with regards to whether the costs of the proposed action are adequate to the activities and proportionate to the expected results (30 points);
- European added value: the project activities, outcomes and impact should have a broad EU relevance; applications will be assessed on whether a suitable number of

countries is involved in the project activities and on whether the expected impact will concern a significant number of countries (20 points).

Applications that pass the threshold of minimum 65 points will be considered for funding within the limits of the available budget.

10. LEGAL COMMITMENTS

A Commission award decision does not represent a legal or financial commitment. The award of each grant is subject to the conclusion of a Grant Agreement in writing.

The coordinators of projects proposed for funding will be invited to engage in a grant agreement preparation process, which will be carried out via an online IT system (SYGMA). If successful, it will conclude with the signature of a Grant Agreement, drawn up in EUR and detailing the conditions and level of funding.

The Grant Agreement must be signed electronically first by the coordinator on behalf of the consortium and then by the European Commission. All co-beneficiaries must accede to the Grant Agreement by signing electronically the accession form to the grant.

Please note, that if international organisations are involved in the application, no other specific clauses applicable to international organisations than the ones already included in the Model Grant Agreement will be added.

Please note that the award of a grant does not establish any entitlement for subsequent years.

11. FINANCIAL PROVISIONS

11.1. General Principles

a) Non-cumulative award

An action may only receive one grant from the EU budget.

In no circumstances shall the same costs be financed twice by the Union budget. To ensure this, applicants shall indicate the sources and amounts of Union funding received or applied for the same action or part of the action or for its functioning during the same financial year as well as any other funding received or applied for the same action (Submission Form Part B, section 6).

b) Non-retroactivity

No grant may be awarded retrospectively for actions already completed. A grant may be awarded for an action which has already begun only where the Applicant can demonstrate the need to start the action before the Grant Agreement is signed. In any case, costs eligible for financing may not have been incurred prior to the date of submission of the grant application.

c) Co-financing

Co-financing means that the resources which are necessary to carry out the action may not be entirely provided by the EU grant.

Co-financing of the action may take the form of:

- the Beneficiary's own resources,
- income generated by the action,
- financial contributions from third parties.

d) Balanced budget

The Budget Estimate of the action is to be attached to the Application Form. It must have revenue and expenditure in balance and must be drawn up in euro.

Beneficiaries with general accounts in a currency other than the euro shall convert costs incurred in another currency into euro at the average of the daily exchange rates published in the C series of Official Journal of the European Union, determined over the corresponding reporting period.⁸ Where no daily euro exchange rate is published in the Official Journal of the European Union for the currency in question, conversion shall be made at the average of the monthly accounting rates established by the Commission and published on its [website](#), determined over the corresponding reporting period.

Beneficiaries with general accounts in euro shall convert costs incurred in another currency into euro according to their usual accounting practices.

Where the implementation of the action requires the award of procurement contracts (implementation contracts), the Beneficiary must award the contract to the bid offering best value for money or the lowest price (as appropriate), avoiding conflicts of interests and retaining the documentation for the event of an audit. Detailed information on subcontracting is provided in the Guide for Applicants.

e) Financial support to third parties

The applications may not envisage provision of financial support to third parties.

f) Non-profit rule

EU grants may not have the purpose or effect of producing a profit within the framework of the action. Profit shall be defined as a surplus of the receipts over the eligible costs incurred by the Beneficiary, when the request is made for payment of the balance. In this respect, where a profit is made, the Commission shall be entitled to recover the percentage of the profit corresponding to the Union contribution to the eligible costs actually incurred by the Beneficiary to carry out the action.

g) Full cost of purchase of equipment

If necessary to implement the action, the beneficiaries may incur the full cost of some equipment items, infrastructure or other assets (new or second-hand; as recorded in the beneficiary's accounts).

11.2. Maximum amount requested

The EU grant is limited to a maximum co-funding rate of 90% of the total eligible costs of the action.

Consequently, part of the total eligible expenses entered in the Forecast Budget Calculation must be financed from sources other than the EU grant (see section 11.1.c).

The Commission reserves the right to reduce the estimated costs in the Forecast Budget Calculation, if they are deemed as ineligible.

11.3. Payment arrangements

A pre-financing payment corresponding to maximum 80% of the EU grant amount will be transferred to the Coordinator after the signature of the Grant Agreement by both parties and in accordance with its terms.

The Commission will establish the amount of the final payment to be made to the Coordinator on the basis of the calculation of the final grant amount. If the total of earlier payments is higher than the final grant amount, the Beneficiaries will be required to reimburse the amount paid in excess by the Commission through a recovery order.

⁸ For further guidance on exchange rate please consult the Guide for Applicants.

12. PROCEDURE FOR THE SUBMISSION OF APPLICATIONS

12.1. How to apply

Proposals must be submitted by the deadline indicated in section 3 via the Electronic Submission System. The list of available calls can be found at the [calls for proposals page](#).

Before submitting a proposal both the Applicant and Co-applicants must be registered via the [Beneficiary Register](#) and obtain the 9-digit Participant Identification Code (PIC) (one for each applicant).

In submitting a proposal, the Applicant accepts the procedures and conditions as described in this Call for Proposals and in the documents to which it refers.

No modification of the application is allowed once the deadline for submission has elapsed. However, if there is a need to clarify certain aspects or for the correction of clerical mistakes, the Commission may contact the Applicant for this purpose during the evaluation process⁹.

Applicants will be informed in writing about the results of the evaluation process.

12.2. Related documents:

- Application form (Submission Form Part A and Part B)
- Required annex – Forecast Budget Calculation and (if applicable) Audit Report¹⁰
- Model Grant Agreement
- Guide for applicants

12.3. Applications for several projects

The Applicant may submit more than one application under this call for proposals.

The Applicant may be awarded more than one grant under this call for proposals.

An organisation may participate as Applicant or Co-applicant in several applications.

12.4. Several applications for the same project

Only one application will be accepted and evaluated for any given project. In case there are several applications for the same project, the Applicant will be asked to clarify which application shall be evaluated.

An action may receive only one grant from the EU budget.

12.5. Contacts

For questions on the online submission tools, please contact the [IT helpdesk](#) set-up for this purpose via the Participant Portal website.

⁹ Article 151 of the Financial Regulation

¹⁰ If the share of a grant requested by an organisation (applicant or co-applicant) exceeds EUR 750 000, this organisation must also provide an audit report produced by an approved external auditor certifying its accounts for the last closed financial year.

Non-IT related questions shall be sent to the following email address: HOME-ISF@ec.europa.eu. In order to ensure an efficient handling of any enquiry please indicate clearly the reference of this Call for Proposals.

Questions will be answered as soon as possible. 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 or on the outcome of the Call for Proposals before the official announcement of results.

Applicants are advised to consult the Call's website regularly. The Commission will publish at this website any additional information relevant to the Call, such as responses to frequently asked questions (if appropriate) and the results of the selection procedure.

13. PUBLICITY

13.1. By the Beneficiaries

Beneficiaries must clearly acknowledge the European Union's contribution in all publications or in conjunction with activities for which the grant is used. Please refer to the Grant Agreement for more details.

13.2. By the Commission

All information relating to grants awarded in the course of a financial year shall be published on an internet site of the European Union institutions no later than the 30 June of the year following the financial year in which the grants were awarded. The Commission will publish the following information:

- name and address of the beneficiary,
- subject of the grant,
- amount awarded.

Upon a reasoned and duly substantiated request by the Beneficiary, the publication shall be waived if such disclosure risks threatening the rights and freedoms of individuals concerned as protected by the Charter of Fundamental Rights of the European Union or harm the commercial interests of the beneficiaries.

14. DATA PROTECTION

The reply to any call for proposals involves the recording and processing of personal data (such as name, address and CVs of individuals participating in the co-financed action). Such data will be processed pursuant to Regulation (EC) No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, the questions and any personal data requested in order to evaluate the application in accordance with the specifications of the Call for Proposal will be processed solely for that purpose by the Commission or third parties acting on behalf and under the responsibility of the Commission. Data subjects may be informed regarding further details of the processing operations, their rights and how they may be enforced by referring to the privacy statement published in the [Legal Notice page](#) of the Participant Portal.

Applicants are invited to check the relevant privacy statement at regular intervals so as to be duly informed on possible updates that may occur by the deadline for submission of their proposals or afterwards. Beneficiaries assume the legal obligation to inform their staff on the relevant processing operations that are to be performed by the Research Executive Agency; in order to do so, they have to provide them with the privacy statements published by the Agency in the Participant Portal before transmitting their data to the

Agency. Personal data may be registered in the Early Detection and Exclusion System (EDES) of the European Commission provided for in Articles 135 and 142 of the EU Financial Regulation according to the applicable provisions.

15. MEANS OF REDRESS

If, at any stage of the administrative treatment of grant applications, the persons or entities concerned consider that they have been affected by an instance of maladministration, they may, irrespective of any other means of redress, make a complaint to the European Ombudsman in accordance with Article 228(1) of the Treaty on the Functioning of the European Union and as provided by the Parliament Decision of 9 March 1994 on the regulations and general conditions governing the performance of the Ombudsman's duties published in Official Journal L 113 of 4 May 1994.