



EUROPEAN COMMISSION

Employment, Social Affairs and Equal Opportunities DG

Equality between Men and Women, Action against Discrimination, Civil Society
Equality between Men and Women

**RESTRICTED CALL FOR PROPOSALS FOR THE IMPROVEMENT OF GENDER
MAINSTREAMING IN NATIONAL POLICIES AND PROGRAMMES**

VP/2008/012

EMPLOYMENT, SOCIAL AFFAIRS AND EQUAL OPPORTUNITIES DG

**IMPLEMENTATION OF DECISION No 1672/2006/EC OF THE EUROPEAN PARLIAMENT
AND OF THE COUNCIL OF 24 OCTOBER 2006 ESTABLISHING A COMMUNITY
PROGRAMME FOR EMPLOYMENT AND SOCIAL SOLIDARITY — PROGRESS**

Only the French version of this call for proposals is authentic.

1. BACKGROUND

Equality between men and women has been a fundamental principle of the European Union since its inception. It is an integral part of the European Union's general objective of promoting economic growth and competitiveness, improving employment and strengthening social cohesion.

The European Union has various tools at its disposal for promoting equality between men and women: legislation, financial support, specific measures and gender mainstreaming.

The latter was developed from the 1990s, after it had been recognised that specific measures in favour of women brought only a partial solution. *“This involves not restricting efforts to promote equality to the implementation of specific measures to help women, but mobilising all general policies and measures specifically for the purpose of achieving equality by actively and openly taking into account at the planning stage the possible effects on the respective situations of men and women (gender perspective). This means systematically examining measures and policies and taking into account such possible effects when defining and implementing them.”*¹

This concept has continued to grow in importance. The “Roadmap for equality between women and men for the period 2006-2010”² reaffirms the dual approach of gender equality: gender mainstreaming in all policies, and adoption of specific measures in identified priority action areas: achieving equal economic independence for women and men; enhancing reconciliation of work, private and family life; promoting equal participation of women and men in decision-making; eradicating gender-based violence in society; and promoting gender equality outside the European Union. It emphasises the importance of the partnership with the Member States, which is the centre of gravity for all action.

The European Pact for Gender Equality³, adopted by the Heads of State and Government at the European Council in March 2006, also gives a strong political signal in the context of the strategy for growth and jobs, encouraging the Member States to “mainstream the gender perspective into all public activities”.

In 2007, the Directorate-General for Employment, Social Affairs and Equal Opportunities issued a restricted call for proposals with a view to improving gender mainstreaming in national policies and programmes. Eleven EU Member States and EFTA/EEA countries introduced measures in this respect. The operation is being repeated in 2008, hence the present call for proposals. The aim is to increase the number of countries covered, and those which did not launch a project in 2007 are particularly encouraged to respond.

Introduction to the PROGRESS programme

The Social Agenda (2005-2010) has set itself the overall strategic goal of promoting more and better jobs and offering equal opportunities for all. The realisation of the Social Agenda relies on a combination of instruments comprising EU legislation, the implementation of open methods of coordination in various policy fields and financial incentives such as the European Social Fund.

¹ European Commission Communication “Incorporating equal opportunities for women and men into all Community policies and activities”, COM(96) 67 final.

² COM(2006) 92 final.

³ Presidency conclusions, 7775/1/06/Rev. 1, http://www.consilium.europa.eu/ueDocs/cms_Data/docs/pressData/en/ec/89013.pdf

Decision No 1672/2006 establishing a Community programme for employment and social solidarity – PROGRESS – was adopted by the European Parliament and the Council on 24 October 2006 and published in the Official Journal on 15 November 2006.

The purpose of the PROGRESS programme is to support the core functions of the European Community relating to the fulfilment of its Treaty-delegated tasks and the exercising of the powers conferred on it in the fields of employment and social affairs. The intention is to strengthen the EU contribution in support of Member States' commitments and efforts to create more and better jobs and to build a more cohesive society. To that effect, PROGRESS will be instrumental in:

- providing analysis and policy advice on PROGRESS policy areas;
- monitoring and reporting on the implementation of EU legislation and policies in PROGRESS policy areas;
- promoting policy transfer, learning and support among Member States on EU objectives and priorities; and
- relaying the views of the stakeholders and society at large.

More specifically, the PROGRESS programme will support:

- (1) the implementation of the European Employment Strategy (section 1);
- (2) the implementation of the open method of coordination in the field of social protection and inclusion (section 2);
- (3) the improvement of the working environment and conditions including health and safety at work and reconciling work and family life (section 3);
- (4) the effective implementation of the principle of non-discrimination and promotion of its mainstreaming in all EU policies (section 4);
- (5) the effective implementation of the principle of gender equality and the promotion of its mainstreaming in all Community policies (section 5).

The present call for proposals is published in the context of the implementation of the 2008 annual work plan, which can be consulted at :

http://ec.europa.eu/employment_social/progress/docs_en.html

2. PURPOSE OF THE CALL FOR PROPOSALS

The objective of this call for proposals is to improve gender mainstreaming in the policies and programmes of the Member States of the European Union and the EFTA/EEA countries⁴, thus supporting the implementation of the Roadmap and the European Pact for Gender Equality⁵. The initiatives financed will support the mainstreaming of European equality objectives in national policies.

⁴ Norway, Iceland and Liechtenstein.

⁵ http://www.consilium.europa.eu/ueDocs/cms_Data/docs/pressData/en/ec/89013.pdf

This call for proposals concerns the financing of national initiatives designed to:

1. enhance awareness of the importance of gender mainstreaming in national policies as an effective contributor to equality between women and men and to better governance;
2. improve knowledge of the key concepts and ensure a better understanding of gender mainstreaming in policies and programmes;
3. develop the necessary tools and distribute them to stakeholders, thus ensuring a more long-term effect.

Measures which may be financed under this call for proposals include seminars/workshops, training sessions (including the training of instructors), and the design and distribution of tools (educational and methodological material, handbooks, impact assessment guides, reports, etc.).

These measures will be aimed especially at persons involved in and/or responsible for drawing up, implementing and evaluating policies and programmes at national level (staff of the ministries responsible for policies and programmes).

As measures are aimed at national beneficiaries and are situated at national level, transnational partnerships are of no particular interest in connection with this call for proposals. The expertise needed for the preparation or implementation of tools and measures (national or other) may be obtained by subcontracting⁶.

3. TERMS AND CONDITIONS OF FUNDING

- (1) The total estimated budget for this call is around €1 050 000 (budget line 04 04 01 05).
- (2) The proposal must respect the maximum limits for Community cofinancing, i.e 80% of total eligible costs. Contributions in kind are not accepted.
- (3) The requested grant should not overcome an amount of €90 000 and priority for funding will be given to proposals requesting grants of around €70 000, but those involving smaller amounts are not excluded if their national impact will be significant.
- (4) Each country participating in this call for proposals may submit only one application for funding.
- (5) Only expenditure incurred by the actual beneficiary will be eligible.

4. ELIGIBILITY CRITERIA

4.1. Eligibility criteria for applicants

- (1) Applicants may be:
 - national authorities;
 - other bodies responsible for gender equality in the Member States of the European Union or the EFTA/EEA countries.. Bodies responsible for equality are those which, at national level,

⁶ See section on subcontracting in the guide for applicants

are responsible for promoting, analysing, monitoring and supporting equal treatment for all, without discrimination on grounds of sex. They must be mandated by a national authority and must provide proof thereof in the form of the documents referred to in the checklist (document 7).

- (2) Applicants must be lawfully constituted and registered legal entities. Proof of this status must be provided in the form of the documents referred to in the checklist (documents 5 and 6). Public authorities and administrations need not provide such proof, but it must be provided by bodies responsible for gender equality which are not public authorities or administrations.

4.2. Eligibility criteria for proposals

Proposals must comply with the following criteria:

- (1) They must pursue the objectives of the call for proposals as set out in section 2.
- (2) They must respect the maximum limits for cofinancing in line with point 3(2).
- (3) They may not benefit from any other Community funding.
- (4) They must be submitted in accordance with the procedure laid down in section 8 of this call for proposals.

5. EXCLUSION CRITERIA:

Applicants must certify, using Annex G1 to the SWIM form (duly signed), that they are not in any of the situations referred to in Articles 93(1), 94 and 96(2)(a) of the Financial Regulation of the European Communities.

Article 93 concerns applicants who:

- *are bankrupt or being wound up, are having their affairs administered by the court, 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;*
- *have been convicted of an offence concerning professional conduct by a judgment which has the force of res judicata;*
- *have been guilty of serious professional misconduct proven by any means which the contracting authority can justify;*
- *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 where the contract is to be performed;*
- *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;*

- *are subject of an administrative penalty referred to in Article 96 paragraph1⁷*

Article 94 concerns applicants who:

- *are subject to a conflict of interest;*
- *are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information.*

6. SELECTION CRITERIA

- (1) Applicants must prove they have the operational capacity (technical and administrative) to complete the proposed project. As proof, they must submit, together with their grant applications, the supporting documents referred to in the checklist (document 11).
- (2) Applicants must prove that they have the financial capacity (sufficient financial base and the capacity to manage the amounts required) to complete the proposed project. As proof, they must submit, together with their grant applications, the supporting documents referred to in the checklist (document 12). Public authorities and administrations are exempt from the requirement to prove their financial capacity.

7. AWARD CRITERIA

Proposals which fulfil the above eligibility, exclusion and selection criteria will then be examined against the following award criteria:

7.1 Quality assessment of the proposal:

- (1) Relevance and degree to which the proposed activities meet the purpose of the call for proposals. Clarity of the presentation of the background, aims and expected results of the project. Innovative nature of the proposed activities (in the sense that these should not be activities which have already been developed). Priority will be given to countries which did not receive cofinancing under the 2007 restricted call for proposals (VP2007/010), taking account of the criteria of the present call.
- (2) Identification of the needs of the key players and definition of a clear and appropriate strategy to meet these needs and achieve the project objectives. Relevance of the activities proposed to enhance awareness of gender mainstreaming, improve knowledge of the concept, and produce and distribute tools for its effective implementation.
- (3) Scope and effectiveness of dissemination methods.
- (4) Clarity and feasibility of the work programme, including distribution of tasks, timetable, and methodology.

⁷ "Article 96 : 1 The contracting authority may impose administrative or financial penalties on the following::

- (a) candidates or tenderers in the cases referred to in point (b) of [Article 94](#);
- (b) contractors who have been declared to be in serious breach of their obligations under contracts covered by the budget.

- (5) Quality of the mechanisms for ongoing monitoring and final evaluation.

7.2 Financial elements of the proposal (budget assessment):

- (1) A reasonable and realistic budget for the project.
- (2) A sound cost-effectiveness ratio.

8. DURATION

The duration of the project should be around 12 months. Project activities must commence in 2008.

9. HOW TO SUBMIT APPLICATIONS

Applicants, or their legal representative, must complete an application form online (create a SWIM account) by registering on the following Internet site (webgate):

<https://webgate.cec.eu.int/swim/displayWelcome.do>

Before starting, please read the user manual carefully (click on the “Help” button at the top of the page).

On creating an account, the applicant or legal representative will receive a login and password allowing access to a form to be completed (it may be completed, saved in order to return to it later, or printed out). A step-by-step online guide is provided to help users fill in the form’s boxes, sections and annexes.

The compulsory annexes must also be filled in online on this site (and then printed out for signature).

After filling in the form, **applicants or their legal representative must submit it both electronically and in hard copy.**

- A. **Electronic submission:** validate the application (click on the “send” button). This step is *irreversible* and must be carried out before the closing date.
- B. **Hard copy submission:** print out the validated form (with all the sections and annexes), have it signed by the legal representative, attach all the required documentary evidence (see checklist) and send one original and two copies before the closing date (the date of the postmark or courier receipt serving as proof) to the following address:

European Commission
Employment, Social Affairs and Equal Opportunities DG
Call for proposals – VP/2008/012
EMPL G1 – Equality between Men and Women
B-1049 Brussels

Deliveries by hand may be made only to the Commission’s central mail service at the following address:

European Commission
Employment, Social Affairs and Equal Opportunities DG
Call for proposals – VP/2008/012
EMPL G1 – Equality between Men and Women

1, avenue du Bourget
B-1140 Evere

NB: The number of the call for proposals must be indicated clearly on the envelope. Applicants must keep a copy of the post office or courier receipt or, in the event of delivery by hand to the central mail service, the acknowledgement of receipt.

Furthermore, applicants are requested to:

- check carefully that their paper submissions contain all the documents referred to in the checklist (including the “Legal entity” form, the bank identification form signed by the applicant and the bank and, where applicable, the “Articles 93 and 94” declaration);
- ensure that they fulfil the submission conditions referred to above;
- carefully read the financial conditions contained in Annex II to the call for proposals.

10. CLOSING DATE

The closing date for this call is **midnight, Brussels time, on 23 May 2008**.

Given that technical difficulties can arise, applicants are strongly advised to fill in, validate and send their files electronically and in hard copy in good time before the closing date.

11. NOTIFICATION PROCEDURE

The Commission will examine applications in the light of the above criteria. Applicants will be informed in writing of the decision taken with regard to their applications. The Commission's decision is final. The list of selected proposals will be published. The entire procedure is strictly confidential. Should the Commission award a grant, a standard agreement setting out the conditions and the grant amount in euro will be entered into with the beneficiaries. Successful applicants will receive two original copies of the grant agreement for acceptance and signature. Both copies must be sent back to the Commission, which will then return one copy signed by both parties.

ANNEX 1: CHECKLIST OF DOCUMENTS TO BE SUBMITTED WITH PROPOSALS

(National authorities and public administrations do not need to supply documents 5, 6, 7, 8 and 12)

GENERAL INFORMATION	
1	Official covering letter including the application for funding, mentioning the reference number of the call for proposals and the amount requested and bearing the original signature of the legal representative.
2	Grant application form containing the following parts: "General information", "Structures, activities and resources of the organisation", "Project summary", "Detailed description of the project" (including the work programme), "Annexes" and "Budget". This form must be dated and bear the original signature of the applicant body's legal representative.
3	Bank identification form (Annex E2 to the application form), duly completed and bearing the applicant's original signature and the bank's original signature and stamp.
ELIGIBILITY AND EXCLUSION CRITERIA	
4	"Legal entity" form (Annex E3 to the application form), duly completed, dated and bearing the original signature of the legal representative.
5	Applicant's constitution/articles of association or equivalent , demonstrating that the applicant meets the criteria of the call for proposals (not required from public authorities).
6	Legal registration certificate testifying to the legal personality of the applicant (not required from public authorities).
7	Letter from the national authority mandating the body responsible for gender equality to submit a proposal in response to this call for proposals (where the applicant is not the national authority but the body responsible for equality).
8	Where relevant, a document stating the applicant's tax identification number or VAT number.
9	Signed letter(s) of undertaking from the applicant and/or other sources confirming their financial contributions in cash (indicating the amount). Together, these letters of undertaking must cover 20% of the eligible costs of the project.
10	"Articles 93(1) and 94" declaration bearing the original signature of the legal representative.
SELECTION CRITERIA	
11	List and CVs of qualified persons and staff who would be working on the project, demonstrating the applicant's operational capacity.
12	Balance sheets and profit and loss accounts for the last two completed financial years, so as to demonstrate the promoter's financial capacity (not required from public authorities).

To facilitate the processing of applications, all documents should preferably be written in or translated into one of the Commission's three working languages, i.e. English, French and German.

Please note that all documents must be submitted in triplicate.

FINANCIAL GUIDELINES FOR APPLICANTS

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The purpose of this document is to enable applicants to prepare their grant applications.

Please be sure to read these guidelines carefully before replying to the current call for proposals.

MAIN FINANCIAL AND MANAGEMENT RULES

Disclaimer: this document provides the applicants with a quick summary of the main legal and financial rules contained in the Financial Regulation applicable to the general budget of the European Communities⁸ and its Implementing Rules⁹. The information given is not exhaustive and beneficiaries are therefore asked to carefully read the agreement sent to them, as it will constitute the legal basis for the grant.

12. GENERAL PRINCIPLES

Grants are subject to the principles laid down in the Financial Regulation, in particular the principles of co-financing, prohibition of double financing and no-profit.

Co-financing principle

Community grants may not finance the entire cost of the action to be subsidised. The applicant must contribute to the implementation of the action either by way of own resources or by financial contribution from third parties (in the form of public or private assistance obtained elsewhere).¹⁰

No double financing rule

Each action may give rise to the award of only one grant, there can be no duplicate European Community funding of the same expenditure. The applicant must indicate the sources and amounts of any other funding received or applied for in the same financial year for the same action or for any other action and for routine activities.¹¹

No-profit rule

The Community grant may not have the purpose or effect of producing a profit for the beneficiary. Profit is defined as a surplus of total actual receipts over the total actual costs of the action. Any income of the action must be indicated in the estimated budget and the final financial statement. The amount of the grant will be reduced by the amount of any surplus.¹²

13. RULES RELATED TO THE GRANT REQUESTED

- The Community grant will not exceed 80% of the total eligible costs.

⁸ Council Regulation (EC, Euratom), n° 1605/2002 of 25.06.2002 (OJ L 248, 16.09.2002), as amended by Regulation n° 1995/2006 (OJ L 390, 30.12.2006) (<http://eur-lex.europa.eu/LexUriServ/site/en/consleg/2002/R/02002R1605-20070101-en.pdf>)

⁹ Commission Regulation (EC, Euratom) n° 2342/2002 of 23.12.2002, (OJ L 357, 31.12.2002) and subsequent amendments: Commission Regulation (EC, Euratom) n° 1261/2005 of 20.07.2005 (OJ L 201, 02.08.2005), Commission Regulation (EC, Euratom) n° 1248 of 07.08.2006 (OJ L 227, 07.08.2006) and Commission Regulation n° 478/2007 (OJ L 111, 28.04.2007) (<http://eur-lex.europa.eu/LexUriServ/site/en/consleg/2002/R/02002R2342-20070501-en.pdf>)

¹⁰ Art. 113 FR and 172 IR

¹¹ Art. 111 FR and 173(5) IR

¹² Art. 109(2) FR and 165(1) IR

- The applicant organisation and/or other fund providers are required to make financial (cash) contribution(s) to the proposal of at least 20% of the total eligible costs.
- The grant does not cover ineligible costs (see below for definition).
- Contributions in kind (unpaid charity work by a private individual or corporate body, etc.) cannot be accepted.
- Signed letters of commitment from the applicant organisation and/or other sources must be provided stating the precise amount of each financial (cash) contribution to the budget. If other institutions or organisations (partners) are involved in carrying out the project, the letter of commitment/partnership, from each of the partners, should also provide the name, address and person responsible and explain the nature of their involvement.
- An external audit report of the previous accounts of the applicant organisation produced by an approved external auditor must be provided for grant applications where the cost to be financed exceeds EUR 500.000.¹³ The report must certify the accounts for the last financial year available.
- The partial or total withholding by the applicant of any information that may have an impact on the Commission's final decision concerning the application will entail the automatic disqualification of the application or, if discovered at a later stage, will entitle the Commission to impose financial and administrative penalties¹⁴.

14. THE ESTIMATED BUDGET OF THE ACTION

14.1. The budget must be detailed and balanced

Grant applications must include a detailed estimated budget presented in Euro (see application form). Applicants established in countries outside the Euro zone must use the conversion rates published in the OJ of the European Community (<http://ec.europa.eu/budget/inforeuro/index.cfm?Language=en>). Applicants should be aware that they fully carry the exchange rate risk.

The budget estimate must be properly balanced: the two totals (income and expenditure) must be the same, since the available income (including the grant requested from the Commission) will have to finance the planned expenditure¹⁵. Please make sure that all the items related to the implementation of the action are included and not just those for which financing is being sought.

14.2. Expenditure

Expenditure must include the estimated costs exclusively for the implementation of the action.

14.2.1. General criteria for eligibility of costs

In order to be eligible for Community funding, costs must meet the following criteria¹⁶:

¹³ Art. 173(4) IR (No audit report is required from public bodies or international organisations.)

¹⁴ Art. 175 IR

¹⁵ Art. 173(3) IR

¹⁶ Art. 172a IR

- (a) be incurred during the duration of the action, with the exception of costs relating to final reports and audit certificates;
- (b) be indicated in the estimated overall budget of the action attached to the grant agreement;
- (c) be necessary for the implementation of the action which is the subject of the grant;
- (d) be identifiable and verifiable, in particular being recorded in the accounting records of the beneficiary and determined according to the applicable accounting standards of the country where the beneficiary is established and according to the usual cost-accounting practices of the beneficiary;
- (e) comply with the requirements of applicable tax and social legislation;
- (f) be reasonable, justified, and comply with the requirements of sound financial management, in particular regarding economy and efficiency.

The successful applicant must take care to avoid any unnecessary or unnecessarily high expenditure.

The beneficiary's internal accounting and auditing procedures must permit a direct reconciliation of the costs and revenue declared in respect of the action with the corresponding accounting statements and supporting documents.

Documentation justifying costs must be kept by the beneficiary for **five years** following final payment by the Commission.

Expenditure eligible for financing may not have been incurred before the grant application was lodged.

Extra costs associated with the participation of people with disabilities are also eligible. These costs may be required to cover the use, for example, of special means of transport, personal assistants or sign language interpreters.

14.2.2. Eligible direct costs

The eligible direct costs for the action are those costs which, provided that they satisfy the criteria of eligibility set out above, are identifiable as specific costs directly linked to the performance of the action and which can therefore be booked to it directly.

In particular, the following direct costs may be considered eligible:

Staff costs

The costs of staff (permanent or temporary staff employed by the beneficiary or the partners) assigned to the implementation of the action, comprising actual salaries plus social security charges and other statutory costs included in the remuneration, are eligible. The salary costs should not exceed the average rates corresponding to the beneficiary's usual policy on remuneration. In addition, they should not be higher than the generally accepted market rates for the same kind of task.

The costs of personnel of national administrations may be considered as eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the project concerned were not undertaken.

Please, fill in the form reserved for these costs in the budget estimate (see application form) indicating the persons to be remunerated (full-time/part-time), the number of days of work to be performed and the daily rate calculated on the basis of an average of 20 days per month, up to a maximum total of 220 working days per year.

When submitting the request for final payment, the beneficiary may have to provide pay slips and timesheets justifying the actual staff costs declared.

The cost of any work to be performed by external experts by means of subcontracting must not be included in staff costs but under services.

Travel, accommodation and subsistence allowances

Travel costs must not exceed the most reasonable rates available on the market. Accommodation and subsistence costs related to the participants to the action are eligible provided that they are in line with the beneficiary's usual practices on travel costs or do not exceed the scales approved periodically by the Commission which are set out in the table below).

Journeys must be carried out by the most direct and economic route. Economy class fares will be used as the benchmark for analysing air travel costs. Air travel is acceptable only for distances above 400 km, i.e. return flight above 800 km. For other modes of transport, the benchmark is the first-class rail fare. Car journeys: equivalent of corresponding first-class train ticket.

The *Daily subsistence allowances (DSA)* are paid in addition to costs for accommodation as a flat-rate amount and are considered to cover breakfast and two main meals, local transport, the cost of telecommunications and all other sundries). Daily subsistence allowances are to be calculated as follows according to the length of the mission:

- stays less or equal to 6 hours: reimbursement of actual costs (on production of supporting documents);
- more than 6 hours up to 12 hours inclusive: 0.5 DSA;
- more than 12 hours up to 24 hours inclusive: 1 DSA;
- more than 24 hours up to 36 hours inclusive: 1.5 DSA;
- more than 36 hours up to 48 hours inclusive: 2 DSA;
- more than 48 hours up to 60 hours inclusive: 2.5 DSA, etc.

The maximum amounts (in Euro per calendar day) accepted for each country are set out in the table below, and applicants are advised to adhere to these rates in their budget estimates¹⁷:

¹⁷ The daily allowance rates are subject to periodic review by the Commission.

Destinations		DSA in EUR	Maximum hotel price in EUR	Destinations		DSA in EUR	Maximum hotel price in EUR
AT	Austria	95,00	130,00	IT	Italy	95,00	135,00
BE	Belgium	92,00	140,00	LT	Lithuania	68,00	115,00
BG	Bulgaria	70,00	205,00	LU	Luxembourg	92,00	145,00
CY	Cyprus	93,00	145,00	LV	Latvia	66,00	145,00
CZ	Czech Republic	75,00	155,00	MK	F.Y.R. of Macedonia	50,00	160,00
DE	Germany	93,00	115,00	MT	Malta	90,00	115,00
DK	Denmark	120,00	150,00	NL	The Netherlands	93,00	170,00
EE	Estonia	71,00	110,00	PL	Poland	72,00	145,00
EL	Greece	82,00	140,00	PT	Portugal	84,00	120,00
ES	Spain	87,00	125,00	RO	Romania	60,00	170,00
FI	Finland	104,00	140,00	SE	Sweden	97,00	160,00
FR	France	95,00	150,00	SI	Slovenia	70,00	110,00
HR	Croatia	60,00	120,00	SK	Slovakia	80,00	125,00
HU	Hungary	72,00	150,00	TR	Turkey	55,00	165,00
IE	Ireland	104,00	150,00	UK	United Kingdom	101,00	175,00
RS	Serbia	80,00	140,00				

Please note that the Commission and the other European Institutions cover the travel and subsistence costs of their own officials when they participate in an event organised by the beneficiary and these should therefore not be included in the budget estimate.

Catering

The total amount calculated according to the above mentioned rules regarding Daily subsistence allowances shall constitute a maximum. If catering services are provided by the organisers, the DSAs directly paid to participants must be reduced accordingly.

Costs of services

Information dissemination, publications costs can be taken into account provided that they are directly related to the action. Please give, for each publication and/or other materials, a description, an estimate of the number of pages and copies planned the frequency and language of publication, an indication of the production costs per copy as well as an estimate of the distribution costs where appropriate.

Translation costs must include the following details: the number of languages, the number of pages to be translated, the rate applied per page. These rates may not exceed the most reasonable market rates.

Interpretation: the different components must be specified. In particular, the number of languages, the number of interpreters, the number of days and the daily rates must be specified. The accepted daily fee of an interpreter may not exceed 700 EURO (including VAT). Interpreters should be hired locally. For their travel and subsistence expenses to be covered by the grant, it must be impossible to hire them locally and it must be explained why this is so.

Evaluation: if the proposal supported requires some form of evaluation, monitoring and evaluation methods must be developed, as well as tools to assess, on an on-going basis, the progress of the action in relation to the objectives defined at the beginning and to benchmark the results. The cost of such work will be regarded as eligible expenditure.

Subcontracting

Any service undertaken by an external party in connection with the implementation of the action is considered to be **subcontracting**.¹⁸

Applicants should have the operational capacity to complete the action to be supported. However, when justified and necessary, parts of the project may be subcontracted to another person or organisation. In this case, the beneficiary shall ensure that some¹⁹ of the terms applicable to itself under the agreement are also applicable to the subcontractors.

It must be clearly specified in the description of the project which tasks it is intended to subcontract and why this subcontracting is necessary.

Main rules related to subcontracting activities

When concluding external contracts in order to implement the action, the beneficiary must seek competitive tenders from potential contractors and award the contract to the bid offering **the best value for money, i.e. the best price-quality ratio**. In doing so, the beneficiary shall observe the principles of transparency and equal treatment of potential contractors and shall take care to avoid any conflict of interests²⁰.

Contracts as referred above may be awarded only in the following cases:

- a) They may only cover the execution of a limited part of the action;
- b) Recourse to the award of contracts must be justified having regard to the nature of the tasks necessary for the implementation of the action;
- c) The tasks to be subcontracted and the corresponding estimated costs must be set out in detail in the budget estimate;
- d) Any recourse to the award of contracts while the action is underway shall be subject to prior written authorisation by the Commission;
- e) The beneficiary shall retain sole responsibility for the implementation of the action and for compliance with the provisions of the agreement. The beneficiary must undertake the necessary arrangements to ensure that the subcontractor waives all rights in respect of the Commission under the agreement;
- f) The beneficiary must undertake to ensure that the terms, mentioned above, applicable to him under the agreement are also applicable to the subcontractor.

¹⁸ Art. 120FR, 184 IR

¹⁹ The terms related to liability, conflict of interests, confidentiality, publicity, evaluation, assignment and checks and audits

²⁰ In addition to these general rules, where the value of the external contract exceeds EUR 60 000, beneficiaries may be required to apply specific rules of procedure which are based on the Financial Regulation and determined with due regard to the estimated value of the contracts concerned, the relative size of the Community contribution in relation to the total cost of the action and the management risk

Administration costs

Depreciation for purchase of equipment²¹: the purchase cost of equipment (new or second-hand) is eligible provided that it is written off in accordance with the tax and accounting rules applicable to the beneficiary and generally accepted for items of the same kind. Only the portion of the equipment's depreciation corresponding to the period of eligibility for Community funding covered by the grant agreement and the rate of actual use for the purposes of the action may be taken into account by the Commission. A justification for the need of purchasing such equipment is to be annexed to the budget estimate.

Other eligible administrative costs are: rent of meeting rooms (coffee breaks included), rent of interpretation booths, communications' costs, charges for financial services, costs relating to a bank guarantee and to external audits, etc. Indicative amounts for rental of booths, excluding technical equipment: 750€ (excluding VAT) per day. Rental of booths with equipment and technical assistance: 1200€ (excluding VAT) per day.

14.2.3. Eligible indirect costs - Overheads

Indirect costs are general administrative costs – overhead costs incurred in connection with the eligible direct costs for the action. They are limited to a maximum flat-rate of 7% of the total eligible direct costs for the action. These can include maintenance, stationery, photocopying, mailing postage, telephone and fax costs, heating, electricity or other forms of energy, water, office furniture, insurance and any other expenditure necessary for the successful completion of the project. Postage costs are considered as overhead costs and cannot be accepted under the headings "publications" or "administration".

If the accepted budget includes provision for flat-rate funding in respect of indirect costs, they need not to be supported by accounting documents.

Indirect costs are not eligible for an action where the beneficiary already receives an operating grant from the Community budget during the period in question.

14.2.4. Non-eligible costs

The following expenses are ineligible and not accepted:

- contributions in kind: these are contributions that are not invoiced, e.g. voluntary work, equipment or premises made available free of charge;
- return on capital;
- debt and debt service charges;
- doubtful debts;
- provisions for losses or potential future liabilities;
- interest owed;
- exchange losses;

²¹ Art. 172 IR

- VAT, unless the beneficiary can show that he/she is unable to recover it;²²
- excessive or reckless expenditure;
- costs declared by the beneficiary and covered by another action or work programme receiving a Community grant.

14.3. Income

Total income must be identical to total expenditure. The income side of the budget must show:

- The beneficiary's contribution in cash: the direct monetary (cash) contribution from the applicant's own resources and/or the contribution from any other fund providers. This means a financial flow that can be traced in the written accounts of the beneficiary.
- The revenue generated by the action: any income expected to be generated by the implementation of the action should be detailed (e.g. the yield from sales of publications).
- The Community grant: the grant requested from the Commission.

15. HOW THE GRANT WILL BE CALCULATED

If the proposal is selected for a grant, the Commission will calculate the Community contribution as a percentage of the total eligible costs as shown in the estimated budget for the implementation of the action.

The Commission reserves the right to reduce the grant requested if the proposal is acceptable but considered too expensive, and to reduce individual unit costs if these are estimated to be too high.

Determination of the final amount of the grant

The Community final grant is calculated on the basis of the **actual** eligible expenditure by applying the "double ceiling" rule and verifying compliance with the no-profit rule.

- Application of the "double ceiling" rule limiting the grant both to the percentage of the eligible costs and to the maximum amount mentioned in the grant agreement

The Community final grant is calculated by applying the percentage for the co-financing of the eligible costs laid down in the grant agreement to the total of the actual eligible costs. This amount must not exceed the maximum amount for the Community grant laid down in the grant agreement.

²² It should be noted that VAT paid by a public body to operators who are subject to VAT (when purchasing goods or supplying services within the framework of the implementation of the co-financed action) is not eligible. The VAT thus collected by operators liable for tax will in fact be returned to accounts of the Member State of the public body. Considering this VAT as an eligible cost would lead to double financing (by the Community and by the fiscal revenue).

As a result, if the actual expenditure turns out to be lower than the expenditure you budgeted, the actual grant will also be reduced in application of the percentage contribution which will remain the same. If the actual expenditure turns out to be higher than the expenditure budgeted, the Community grant will not be increased. It is therefore in the applicant's interest to submit a realistic estimate of expenses.

- Verification of compliance with the no-profit rule

The grant may not have the purpose or effect of producing a profit for the beneficiary²³.

On the basis of the above rule if the total income of the action is higher than the total costs, the final grant amount will be reduced accordingly so that it will not produce a profit.

A mere forecast of expenditure does not give entitlement to a grant. This is why the final grant amount cannot be calculated until the Commission has received the final activity report and the final statement of expenditure. The expenditure that is committed to the implementation of the action must be justified by invoices or equivalent supporting documents, in order to be accepted as actual expenditure. It must also relate to actual rather than inputted costs.

16. AGREEMENT GOVERNING THE GRANT

Should the Commission award a grant, a standard grant agreement for an action setting out the conditions and maximum level of funding will be concluded with the beneficiary.

Successful applicants will receive two original copies of the grant agreement for acceptance and signature. Both of these copies must be sent back to the Commission, which will then return one of them once it has been signed by both parties.

17. PAYMENT PROCEDURES

The payment arrangements will be laid down in the grant agreement.

[Generally, payment of the grant will be made in three instalments (two pre-financing payments and a final payment under the following conditions:

- A pre-financing payment of 70% at the signature of the grant agreement.

- The balance will be paid upon acceptance by the Commission of the final technical implementation report and final financial statement.

²³ Art. 109(2) FR

18. GUARANTEE²⁴

The Commission may require the beneficiary to provide a guarantee in advance, in order to limit the financial risk linked to the payment of the pre-financing.

This guarantee shall be denominated in euro and shall be valid for a period sufficiently long to allow it to be activated. The guarantee shall be provided by an approved bank or financial institution established in one of the Member States.

The guarantee shall be released as the pre-financing is gradually cleared against interim payments or payments of balances to the beneficiary in accordance with the conditions laid down in the grant agreement.

The guarantee may be replaced by a joint and several guarantee by a third party or by the irrevocable and unconditional joint guarantee of the beneficiaries of an action who are parties to the same grant agreement.

19. BANK ACCOUNT AND INTEREST GENERATED BY PRE-FINANCING PAYMENTS²⁵

Payment shall be made to the beneficiary's bank account or sub-account denominated in Euro. This account or sub-account indicated by the beneficiary must make it possible to identify the funds transferred by the Commission.

If the funds paid to their account yield interest or equivalent benefits under the law of the State on whose territory the account is opened, such interest or benefits, if they have been generated by pre-financing payments which remain the property of the European Community, shall not be treated as a receipt for the action.

The beneficiary shall, as specified in the grant agreement, inform the Commission of any interest or equivalent benefits yielded by pre-financing payments higher than EUR 50 000, it has received from the Commission. Notification must be made when the request is introduced for interim payment or for payment of the balance that clears the pre-financing.

Interests yielded by pre-financing payments between EUR 50 000 and 750 000 will be directly deducted from payments. Interests generated by pre-financing payments higher than EUR 750 000 will be recovered by a recovery order.

Interests shall not be due to the Communities for pre-financing paid to Member States, to their regional or local authorities including organisms and administrative and instrumental structures under their control or paid in the framework of joint management with international organisations.

All costs related to these requirements (such as the cost for opening and closing accounts) are eligible and may be submitted in the budget estimate.

²⁴ Compulsory in the case of pre-financing representing over 80% of the total amount of the grant and exceeding EUR 60 000. However, this requirement may be waived for public-sector bodies and international organisations or for beneficiaries who have signed a framework partnership agreement with the Commission. (Art.118 FR and 182(1) IR)

²⁵ Art. 5(a) FR, Art. 3, 4 , 4(a) IR

20. SUBMISSION OF REPORTS AND OTHER DOCUMENTS

The final report on the implementation of the action along with a final financial statement of all actual expenditure and actual revenue are to be sent within three months from the closing date of the action. The final report should answer at least to the following questions:

- 1) How was the project performed? Was it performed in accordance with the description of the action annexed to the grant agreement? (Describe the project, its results and methodology, planned activities, timetable, partners, participants, etc.).
- 2) To what extent did the project meet the objectives set?
- 3) What was the European added value of the implementation of the action?
- 4) How was the project presented to the public and how were the results disseminated?
- 5) Did the target audience participate in the project and was it aware of it?
- 6) What other efforts were made to ensure that the project had long-term impact?
- 7) What lessons have been learned from this experience?
- 8) Will the project be followed up and, if so, how?
- 9) Describe the results of the evaluation (internal/external) of the implementation of the action.

In addition to these requirements, the documents indicated in the text of the call for proposals must also be provided.

Should the final report be deemed to be inadequate and of low quality, the Commission reserves the right to request additional information within 60 days of reception of the final report, and, if necessary, to suspend the final payment until the requested information is provided.

21. PUBLICITY

Beneficiaries of the grant are required to mention clearly the fact that they have received funding from the Community in any publication and/or in other materials, or in the occasion of activities (conferences or seminars, etc.), for which the grant is used, using the following wording: **"With support from the European Union "**. The logo of the EU should also be visible.

Any communication or publication by the beneficiary, in any form and medium, including the Internet, shall indicate that sole responsibility lies with the author and that the Commission is not responsible for any use that may be made of the information contained therein.

In addition to these minimum requirements, references specified in the text of the call for proposals must also be indicated.

All grants awarded in the course of a financial year shall 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.

By signing the grant agreement for an action, the beneficiary authorises the Commission to publish the following information in any form and medium, including via the Internet site of the Community²⁶:

- the beneficiary's name and the address
- the subject of the grant,
- the amount awarded and the rate of funding of the costs of the action.

Upon a duly substantiated request by the beneficiary, publication of this data can be waived if it threatens the safety of the beneficiary or harms his business interests.

22. EVALUATION

If the proposal should include a specific evaluation component for ongoing monitoring and final evaluation of the action, these costs can be taken into account as eligible in the budget estimate.

Successful proposals could be the subject of an ongoing and ex-post evaluation led by the Commission and/or by independent experts selected by the European Commission. Therefore, the beneficiaries of the grant undertake to make available to the Commission and/or persons authorised by it, all such documents or information as will allow the evaluation to be successfully completed and give them the rights of access required.

23. CHECKS AND AUDITS

An external audit report is required in the following cases:

23.1. Audit report in support of grant applications²⁷.

Organisations' proposals for an action for which the grant exceeds EUR 500 000, shall be accompanied by an external audit report produced by a certified auditor. That report shall certify the accounts for the last financial year available.

23.2. Audit report in support of requests for payment²⁸

In the case of a grant for an action over EUR 750 000, requests for payment shall, when the cumulative amounts per financial year of requests for interim payments and for payment of the balance is at least EUR 325 000, be accompanied by an external audit report produced by an approved auditor or in case of public bodies, by a competent and independent public

²⁶ Art. 110(2) FR, 169(2) IR

²⁷ Art. 173(4) IR

²⁸ Art. 180(2) IR

officer. Its purpose is to certify that the submitted accounts comply with the financial provisions of the agreement, that the costs declared by the beneficiary in the financial statements on which the request for payment is based are real, accurately recorded and eligible according to the grant agreement and that all receipts have been declared.

The obligation to provide such certificate on the financial statements and underlying accounts may be waived in the cases of grant beneficiaries that are public bodies or international organisations. If an external audit of the action's accounts is not required, the beneficiary himself shall certify on his honour that information contained in requests for payments is full, reliable and true. He shall also certify that the costs incurred can be considered eligible in accordance with the grant agreement and that requests for payment are substantiated by adequate supporting documents that can be checked.

The beneficiary undertakes to provide any detailed information requested by the Commission or by another qualified outside body chosen by the Commission for the purposes of checking that the action and the provisions of the agreement are being properly implemented. The beneficiary must enable the Commission and/or the European Court of Auditors to verify the organisation's accounting documents, if they deem this appropriate. To this end, documentation justifying items of expenditure must be retained by the applicant's organisation for five years following final payment by the Commission.

24. PROCEDURE: ELECTRONIC MEANS OF SUBMISSION - SWIM

The Internet Web application called "SWIM" (SAGA Web Input Module) allows applicants/beneficiaries to introduce, edit, validate, print and submit grant applications, request for payments and request for modifications on the budget estimate. SWIM can be accessed in the following web address²⁹: <https://webgate.ec.europa.eu/swim>.

24.1. Introduction of grant applications

The grant application form has to be electronically filled in as follows: first, access the system at the address mentioned above and click on the link "New grant application", then, select the number of the call for proposals you wish to apply for and, eventually, fill in your application. Once your application is completed, click on the "submission" button in order to finalised the submission procedure.

Please note that after having submitted your application form electronically no changes to the application are possible.

After being submitted electronically, the application form must also be printed out, signed by the legal representative of the organization submitting the proposal and sent by post to the responsible Unit, as specified in the text of the call for proposals.

Failure to respect this procedure will render the application ineligible.

²⁹ For more technical details on SWIM utilisation, a user's manual is available on line

24.2. Requests for payments and budgetary modifications

In addition to the documents specified in the grant agreement, financial documents required in support of requests for further pre-financing payments and for payment of the balance, as well as requests for modifications of the budget estimate to be made by addendum must also be electronically submitted using SWIM.

To be allow to log on into SWIM and access its grant file, the beneficiary will be asked to enter in the login page the same File number and Access code assigned by the system to the grant application when it was created.

25. DATA PROTECTION

The grant application will be processed by computer. All personal data (such as names, addresses, CVs, etc.) will be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 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.³⁰ Replies to the questions in the application form are necessary in order to assess the grant application and they will be processed solely for that purpose by the department responsible for the Community grant programme concerned. On request, applicants may be sent personal data and correct or complete them. For any question relating to these data, please contact the Commission department to which the form must be returned. Beneficiaries may lodge a complaint against the processing of their personal data with the European Data Protection Supervisor at any time.

³⁰ Official Journal L 8, 12.1.2001.

ANNEX 3

PROGRESS – ADDITIONAL CONDITIONS FOR CALLS FOR PROPOSALS 2008

1.- GUIDE ON HOW THE ACTIVITIES SHALL BE CARRIED OUT

The PROGRESS Programme aimed at promoting gender mainstreaming in all its five policy sections and commissioned or supported activities. Consequently, the Beneficiary will take the necessary steps to ensure that:

- Gender equality issues are taken into account when relevant for the drafting of the technical proposal by paying attention to the situation and needs of women and men;
- Implementation of the requested tasks includes a gender perspective by considering systematically women and men dimension;
- Performance monitoring includes the collection and gathering of data disaggregated by sex when needed.
- its proposed team and/or staff respects the gender balance at all levels.

Equally, needs of disabled people shall be duly acknowledged and met while implementing the action. This will in particular entail that where the Beneficiary organises training sessions, conference, issues publications or develops dedicated websites, people with disabilities have equal access to the facilities or the services provided.

Finally, the European Commission encourages the Beneficiary to promote equal employment opportunities for all its staff and team. This entails that the Beneficiary shall foster an appropriate mix of people, whatever their ethnic origin, religions, age, and ability.

The Beneficiary will be required to detail in its activity report accompanying the request for the final instalment the steps and achievements it made towards meeting these requirements.

2.- PUBLICITY AND INFORMATION REQUIREMENTS

1.- As a matter of principle, with a view to favouring valorisation by the European Commission of all results obtained and outputs delivered under PROGRESS programme, the Beneficiary will be required to provide - either upon specific request or in any event with the final activity report - for each of the tasks required under the present Call the following:

- Presentation of their key points in one page. Key points should be concise, sharp and easily understandable. They shall be provided in English, French and German. Other Community languages would be welcome even if not compulsory.
- And an executive summary in 5/6 pages in English, French and German unless otherwise more precisely described in the section "tasks to be carried out".

2.- In accordance with the General conditions, the Beneficiary is under the obligation to acknowledge that the present action is co financed by the Community in all documents and media produced, in particular final delivered outputs, related reports, brochures, press releases, videos, software, etc, including at conferences or seminars, as follows.

This (publication, conference, training session) is supported for under the European Community Programme for Employment and Social Solidarity (2007-2013). This programme is managed by the Directorate-Generale for Employment, social affairs and equal opportunities of the European Commission. It was established to financially support the implementation of the objectives of the European Union in the employment and social affairs area, as set out in the Social Agenda, and thereby contribute to the achievement of the Lisbon Strategy goals in these fields.

The seven-year Programme targets all stakeholders who can help shape the development of appropriate and effective employment and social legislation and policies, across the EU-27, EFTA-EEA and EU candidate and pre-candidate countries.

PROGRESS mission is to strengthen the EU contribution in support of Member States' commitments and efforts to create more and better jobs and to build a more cohesive society. To that effect, PROGRESS will be instrumental in:

- *providing analysis and policy advice on PROGRESS policy areas;*
- *monitoring and reporting on the implementation of EU legislation and policies in PROGRESS policy areas;*
- *promoting policy transfer, learning and support among Member States on EU objectives and priorities; and*
- *relaying the views of the stakeholders and society at large*

For more information see:

http://ec.europa.eu/employment_social/progress/index_en.html

For publications it is also necessary to include the following reference: "The information contained in this publication does not necessarily reflect the position or opinion of the European Commission"

With regard to publication and any communication plan linked to the present action, the Beneficiary will insert the European Union logo, and if any another logo developed for the employment and social solidarity fields.

3.- REPORTING REQUIREMENTS

PROGRESS will be implemented through a results-based management - RBM. Managing for outcomes and results is about working to maximise results for European citizens. This includes:

- Identifying the most important results for European citizens;

- Managing for these results, including setting clear desired results, implementing plans based upon these results and learning about ‘what works’ in the process;
- Seizing opportunities to work together whenever this helps achieve the results.

As a first step, a Strategic Framework for the implementation of PROGRESS has been developed in collaboration with Member states and organisations from the civil society. The Strategic Framework provides the framework for implementing PROGRESS, complemented by the Performance Measurement, which defines PROGRESS mandate, its long-term and specific outcomes. See in Annex the overview of PROGRESS performance measurement framework. For more information on the strategic framework, please visit PROGRESS website.

The Commission will in that context monitors the effect of PROGRESS supported or commissioned initiatives and considers how these initiatives contributes to PROGRESS outcomes as defined in the Strategic Framework. In that context, the Beneficiary will be asked to loyally work in close cooperation with the Commission and/or persons authorised by it to define their expected contributions and the set of performance measures against which their contribution will be assessed. The Beneficiary will be asked to collect and report on its own performance on a regular basis to the Commission and/or persons authorised by it. In addition, the Beneficiary will make available to the Commission and/or persons authorised by it all documents or information that will allow PROGRESS performance measurement to be successfully completed and to give them the rights of access.

OVERVIEW OF PROGRESS PERFORMANCE MEASUREMENT FRAMEWORK

PROGRESS Ultimate Outcome
Member States implement laws, policies and practices in a manner that contributes to the desired outcomes of the Social Agenda

PROGRESS works toward its ultimate outcome by helping strengthen the EU's support for Member States' efforts to create more and better jobs and to build a more cohesive society. PROGRESS seeks to contribute to (i) an **effective legal regime** in the EU in relation to the Social Agenda; (ii) **shared understanding** across the EU with regard to Social Agenda objectives; and (iii) **strong partnerships** working toward Social Agenda objectives.

In operational terms, support provided by PROGRESS facilitates (i) provision of analysis and policy advice; (ii) monitoring and reporting on the implementation of EU legislation and policies; (iii) policy transfer, learning and support among Member States; and (iv) relaying to decision-makers the views of the stakeholders and society at large.

Legal Regime

Outcome:

Compliance in Member States with EU law related to PROGRESS areas.

Performance Indicators

1. Transposition rate of EU law on matters related to PROGRESS policy areas
2. Effectiveness of application in Member States of EU law on matters related to PROGRESS policy areas.
3. EU policies and legislation are grounded in thorough analysis of situation and responsive to conditions, needs and expectations in Member States in PROGRESS areas
4. Extent to which PROGRESS-supported policy advice feeds into the development and implementation of EU legislation and policies
5. Cross-cutting issues are addressed in PROGRESS policy sections
6. EU policies and legislation display a common underlying logic of intervention in relation to PROGRESS issues
7. Gender mainstreaming is systematically promoted in PROGRESS

Shared Understanding

Outcome:

Shared understanding and ownership among policy/decision-makers and stakeholders in Member States, and the Commission, of objectives related to PROGRESS policy areas.

Performance Indicators

1. Attitudes of decision-makers, key stakeholders and general public regarding EU objectives in PROGRESS policy areas
2. Extent to which national policy discourses or priorities reflect EU objectives
3. Extent to which principles of good governance (including minimum standards on consultation) are respected in policy debate
4. Extent to which the outcomes of policy debates feed into the development of EU law and policy.
5. Greater awareness of policy-and decision-makers, social partners, NGOs, networks regarding their rights/obligations in relation to PROGRESS policy areas
6. Greater awareness of policy-and decision-makers, social partners, NGOs, networks regarding EU objectives and policies in relation to PROGRESS policy areas

Strong Partnerships

Outcome:

Effective partnerships with national and pan-European stakeholders in support of outcomes related to PROGRESS policy areas.

Performance Indicators

1. Existence of common ground/consensus among policy and decision-makers and stakeholders on EU objectives and policies
2. Identification and involvement by the EU of key actors in a position to exert influence or change at EU and national levels
3. Effectiveness of partnerships in relation to outcomes related to PROGRESS policy areas.
4. Number of individuals served or reached by networks supported by PROGRESS.
5. Extent to which advocacy skills of PROGRESS-supported networks have improved
6. Satisfaction of EU and national authorities with the contribution of networks
7. Extent to which PROGRESS-supported networks take a cross-cutting approach