



Border Management and Visa Instrument (BMVI)

Call for proposals

Call for proposals to support innovative forms of cooperation for enhancing the national components of the European Border and Coast Guard (EBCG), in particular on the implementation of the EBCG Fundamental Rights Strategy
(BMVI-2022-TF1-AG-EBCG)

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2.0	20.01.2023	▪ Modification of the timetable and deadlines	12-13
3.0	28.02.2023	<ul style="list-style-type: none"> Deleted paragraphs on tailored communication strategy and strategy for the sustainability in section 2. Added sub-section in section 6: <i><u>Impact of the Council Implementing Decision (EU) 2022/2506 of 15 December 2022 on measures for the protection of the Union Budget against breaches of the principles of the rule of law in Hungary</u></i> Following the Council Implementing Decision (EU) 2022/2506, as of 16th December 2022, no legal commitments (including the grant agreement itself as well as subcontracts, purchase contracts, financial support to third parties etc.) can be signed with Hungarian public interest trusts established under Hungarian Act IX of 2021 or any entity they maintain. Affected entities may continue to apply to calls for proposals. However, in case the Council measures are not lifted, such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties). In this case, co-applicants will be invited to remove or replace that entity and/or to change its status into associated partner. Tasks and budget may be redistributed accordingly.” 	11 14-16
4.0	13.04.2023	▪ In the paragraph dealing with monitoring and evaluation, reference to Regulation (EU) 2021/1148 and Article 3(2)(a) instead of Regulation (EU) 2021/1149 and Article 3(2)(c)	11



EUROPEAN COMMISSION
Directorate-General for Migration and Home affairs

HOME.E – HOME Affairs Funds
HOME.E.4 – Union Actions and Procurement

CALL FOR PROPOSALS

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0. Introduction

This is a call for proposals for EU **action grants** in the field of border management under the **Border Management and Visa Instrument (BMVI)**.

The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2018/1046 ([EU Financial Regulation](#))
- the basic act (BMVI Regulation 2021/1148¹).

The call is launched in accordance with the Work Programme for 2021 and 2022² and will be managed by the **European Commission, Directorate-General for Migration and Home Affairs (DG HOME)**.

The call covers the following **topics**:

- **BMVI-2022-TF1-AG-EBCG-1 - Supporting the cooperation between national component of the European Border and Coast Guard (EBCG)**
- **BMVI-2022-TF1-AG-EBCG-2 - Implementation of the EBCG Fundamental Rights Strategy**

Each project application under the call must address only one of these topics. Applicants wishing to apply for more than one topic, must submit a separate proposal under each topic.

We invite you to read the **call documentation** carefully, and in particular this Call Document, the Model Grant Agreement, the [EU Funding & Tenders Portal Online Manual](#) and the [EU Grants AGA — Annotated Grant Agreement](#).

These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call Document](#) outlines the:
 - background, objectives, scope, activities that can be funded and the expected results and impact (sections 1 and 2)
 - timetable and available budget (sections 3 and 4)
 - admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)
 - criteria for financial and operational capacity and exclusion (section 7)
 - evaluation and award procedure (section 8)
 - award criteria (section 9)
 - legal and financial set-up of the Grant Agreements (section 10)

¹ Regulation (EU) 2021/1148 of the European Parliament and of the Council of 7 July 2021 establishing, as part of the integrated border management fund, the instrument for financial support for border management and visa policy (OJ L251 of 15 July 2021, p. 148).

² Commission Implementing Decision C(2021) 8459 final of 25 November 2021 on the financing of the components of the Thematic Facility under the Integrated Border Management Fund, the Instrument for Financial Support for Border Management and Visa Policy, and adoption of the work programme covering the years 2021 and 2022 for actions implemented under direct and indirect management and the years 2021 to 2024 for actions implemented under shared management.

- the Online Manual outlines the:
 - procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')
 - recommendations for the preparation of the application
- the AGA — Annotated Grant Agreement contains:
 - detailed annotations on all the provisions in the Grant Agreement you will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc*).

1. Background

Topic BMVI-2022-TF1-AG-EBCG-1 - Supporting cooperation between national components of the European Border and Coast Guard (EBCG)

In accordance with Article 7(1) of the Regulation (EU) 2019/1896, (hereafter "the EBCG Regulation") "*the European Border and Coast Guard shall implement European integrated border management as a shared responsibility of the Agency and of the national authorities responsible for border management.*" In this context, Article 7(5) envisages i.a. cooperation between Member States at operational level, provided that this cooperation is compatible with the tasks of the European Border and Coast Guard Agency (referred to as 'Agency' or 'Frontex') and that the proposed activities do not hamper the functioning of the Agency and the attainment of its objectives.

Recital 17 of the EBCG Regulation moreover describes European Integrated Border Management (EIBM) as requiring "*integrated planning between the Member States and the Agency for border and return operations*".³ Recital 73 of the EBCG Regulation adds that "*the long-term development of new capabilities within the EBCG should be coordinated between the Member States and the Agency [...]*".⁴ Article 9 of the EBCG Regulation on "Integrated planning" reiterates this concept and delineates the practical obligations of Member States and the Agency to this regard, including the development of operational plans, contingency plans and National Capability Development Plans, which may represent useful tools in the identification of potential projects under this call.⁵

Further to these provisions, the first topic of this call aims at supporting Member States in developing and fostering bilateral, regional or multilateral cooperation in the field of border management in order to complement Frontex's activities with regard to EIBM. This Union Action funding is therefore closely linked to the preparation of the national strategies to be developed by Member States for the implementation of the multiannual strategic policy for EIBM, which should be revised through '*close cooperation between all national authorities responsible for the management of external borders*' (Article 8(6) of the EBCG Regulation).

³The current Call focuses exclusively on the border management aspect and does not cover return operations or actions related to returns.

⁴ See also component 4 in European Commission Policy Document on "developing a multiannual strategic policy for European integrated border management in accordance with Art. 8(4) of Reg. (EU) 2019/1896

⁵ See Article 9 of the EBCG Regulation

Drawing on the types of cooperation as elaborated under section 2.2 of this call, this topic targets joint applications of two or more Member States proposing innovative ideas to enhance cooperation among the national components of the EBCG (i.e. Member States' national authorities responsible for border management or coast guards to the extent they carry out border control tasks), with a view to supporting the alignment of Member States' capabilities under EIBM, through cooperation in the form of joint activities as well as sharing of best practices and information.

To prevent the duplications of already-existing activities, and so as not to hamper the attainment of the Agency's objectives, the funding available under this call aims to complement those activities that are already conducted by Frontex in the area of EIBM. It encourages applicants to propose innovative projects for cooperation in the areas listed under section 2.2. To further support their identification of priority target areas or useful projects, Member States are encouraged to also refer to their National Capability Development Plans, as defined in Article 9(4) of the EBCG Regulation.⁶

Lessons learnt and good practices deriving from the awarded cooperation projects could then also feed into future work related to the EBCG Regulation.

Topic BMVI-2022-TF1-AG-EBCG-2 - Implementation of the EBCG fundamental rights strategy

In accordance with Art. 3(2) of the EBCG Regulation, "*Fundamental rights, education and training, as well as research and innovation shall be overarching components in the implementation of European integrated border management*",⁷ applicable throughout all other aspects of the EIBM implementation.

In accordance with Art. 80(1) of the EBCG Regulation, Frontex has developed its Fundamental Rights Strategy and subsequently a Fundamental Rights Action Plan for its implementation. Component 13 of the EIBM Policy Document, in line with Art. 80(1) of the EBCG Regulation,⁸ states that "[t]he Fundamental Rights Strategy and the accompanying Action Plan adopted by the Frontex Management Board should be strictly observed in all activities of the European Border and Coast Guard at EU and national levels." To ensure their compliance with fundamental rights and international law, Member States are encouraged to also adopt own national Fundamental Rights Strategies, as well as Actions Plans to facilitate their implementation into practice.

Therefore, this second topic of this call aims to provide additional incentive and support towards a streamlined implementation of the fundamental rights strategy at national level, in the form of joint projects and undertakings involving international organisations and/or non-governmental organisations (NGOs) with expertise in the field of fundamental rights related to border management, including in cooperation with the competent national authorities of Member States.

⁶ National Capabilities Development Plans should also include national priorities, as outlined in Frontex Management Board Decision 02/2021. This too may provide a useful reference point for Member States' assessment of priority areas or project scopes.

⁷ See also component 13 of the EIBM Policy Document.

⁸ According to which "[t]he European Border and Coast Guard shall guarantee the protection of fundamental rights in the performance of its tasks under this Regulation in accordance with relevant Union law, in particular the Charter, and relevant international law, including the 1951 Convention relating to the Status of Refugees, the 1967 Protocol thereto, the Convention on the Rights of the Child and obligations related to access to international protection, in particular the principle of non-refoulement" (Reg. (EU) 2019/1886, Art. 80(1))

Drawing on the examples of cooperation as elaborated under section 2.2 of this call, this topic aims to provide funding for proposed activities including the development of information material, trainings or training curricula, standardised procedures, or the development of synergies within the national-level apparatuses for fundamental rights compliance in external border management.

The proposed projects have to contribute to the implementation of the EBCG Fundamental Rights Strategy, and thereby to the compliance of all activities under EIBM with fundamental rights (Art. 80 EBCG Reg. on the protection of fundamental rights).

2. Objectives — Themes and priorities — Activities that can be funded — Expected impact

2.1 Objectives

This Union Action falls within one of the specific objectives of the BMVI, notably “to support effective European integrated border management at the external borders, implemented by the European Border and Coast Guard as a shared responsibility of the European Border and Coast Guard Agency and the national authorities responsible for border management, to facilitate legitimate border crossings, to prevent and detect illegal immigration and cross-border crime and to effectively manage migratory flows.”⁹

As already outlined above, this call focuses on the national components of the EBCG and contributes to providing additional support to Member States in developing their capabilities in EIBM via cooperation projects.

In line with the tasks of the Agency and the provisions of the EBCG Regulation, the proposed areas of cooperation therefore seek to encourage joint activities between Member States (topic 1) and to support the implementation of the EBCG Fundamental Rights Strategy in the Member States (topic 2).

Topic BMVI-2022-TF1-AG-EBCG-1 - Supporting cooperation between national components of the European Border and Coast Guard (EBCG)

The first topic of this call will fund projects proposed jointly by two or more Member States in order to foster bilateral, regional or multilateral synergies in the field of external border management. The types of proposed joint activities have to take into account the broader objective of this call, namely to support the alignment of Member States’ capabilities under EIBM.

The proposed cooperation activities have to fall within the framework of Article 7(5) of the EBCG Regulation and therefore be compatible with the tasks of the Agency and be reported to the Agency accordingly.

Finally, all applications submitted under this topic have to fall within the scope of EIBM and have to pursue the objectives of this call. In this regard, as further clarified throughout the call, the specific features of each project should reflect the priorities and focus areas identified as most impactful by the applicants.

Topic BMVI-2022-TF1-AG-EBCG-2 - Implementation of the EBCG fundamental rights strategy

⁹ Article 3(2)(a) of the BMVI Regulation (EU) 2021/1148

The second topic of this call will fund joint projects proposed by international organisations and/or non-governmental organisations with expertise in fundamental rights related to border management. These entities are encouraged to submit proposals in cooperation with the competent national authorities of the Member States. This may help ensure that projects are applied to, and mindful of, operational procedures or constraints, as well as tailored to the context of the actual situations at the borders. Given the collaborative and multilateral nature of EIBM, joint projects submitted by entities providing expertise in different relevant fundamental rights and/or established or active in more than the minimum of two Member States, will be considered favourably.

In accordance with Component 13 of the EIBM Policy Document ("Fundamental Rights"), *"full respect of fundamental rights is at the heart of European IBM. [...] The actions of EU and national actors within the European Border and Coast Guard should be carried out in full compliance with relevant EU law, including the Charter of Fundamental Rights of the European Union and relevant international law."*¹⁰ Accordingly, the Fundamental Rights Strategy and accompanying Action Plan, as approved by the Frontex Management Board, *"should be strictly observed in all activities of the EBCG at EU and national levels"*.¹¹

Finally, all applications submitted under this topic have to fall within the scope of EIBM and have to pursue the objectives of this call. In this regard, as further clarified throughout the call, the specific features of each project should reflect the priorities and focus areas identified as most impactful by the applicants.

2.2 Scope- activities and outcomes

The applicants are encouraged to consider the areas of cooperation outlined below when proposing joint projects under this Union Action call.

Applicants are welcome to submit innovative projects focusing on areas of cooperation related to border management that meet the objectives and expected impact of this call. In particular, applicants are invited to clearly explain in their applications how their joint proposal can help to achieve these objectives and how they feed into the context of EIBM.

Moreover, applicants are encouraged to incorporate consideration for the horizontal components of EIBM in their proposals, namely: fundamental rights, education and training, and research and innovation. Projects that integrate these horizontal components within their scope and/or activities will be considered favourably.

Topic BMVI-2022-TF1-AG-EBCG-1 - Supporting cooperation between national components of the European Border and Coast Guard (EBCG)

This topic of the Union Action call is addressed to Member States and in particular to national authorities from two or more Member States in the field of border management.

The applicants are invited to identify projects for joint activities in the areas of cooperation listed below:

- Joint testing of innovative technology or innovative approaches to the use of existing technology at the EU external borders (e.g. drones);

¹⁰ European Commission Policy Document on "developing a multiannual strategic policy for European integrated border management in accordance with Art. 8(4) of Reg. (EU) 2019/1986, pg. 28

¹¹ Ibid

- Joint trainings for the development of common curricula for EU Member States border guards' development, learning and training (to the extent they are complementary to the Agency's activities) with the objective of aligning training practices with EIBM standards;
- Joint exercises in data collection and use of shared databases (also in the framework of the development of EUROSUR);
- Joint development and sharing of best practices in terms of screening, processing and debriefing of migrants;
- Exploration of potential synergies in the management of external borders. This might include joint activities at external borders, sharing of best practices, innovative solutions, including border surveillance tools.

Topic BMVI-2022-TF1-AG-EBCG-2 - Implementation of the EBCG fundamental rights strategy

This topic of the Union Action call targets joint projects by at least two or more applicants from two or more Member States. Applicant consortiums must include at least one international organisation or non-governmental organisation with expertise in the field of fundamental rights related to border management and can also include competent national authorities of Member States. The Policy document on EIBM emphasises that *"Member States should act in full compliance with fundamental rights during the whole operational cycle of all border management and return activities when implementing their national IBM strategies"*¹².

The possibility to replicate a given project on a larger scale or in multiple Member States is considered a significant added value for projects under this topic, as this could play an important role in the streamlined implementation of the Fundamental Rights Strategy and of EIBM. Accordingly, joint projects will be considered favourably if they bring together multiple entities with different expertise in fundamental rights, and/or also the competent national authorities of one or more Member States.

The targeted applicants are invited to identify projects for activities in the areas of cooperation listed below:

- Joint training in the practical implementation of fundamental rights obligations in border management operations (for example fundamental rights compliant application of new and existing technology, gender mainstreaming, adequate presence of interpreters and cultural mediators);
- Joint development and sharing of best practices in the identification of, and provision of support to, vulnerable person and groups, including unaccompanied minors, and/or efforts to standardise referral procedures for the different vulnerable groups in main first entry EU Member States;
- Joint development of best practices concerning the communication of available international protections, as well as redress and complaint mechanisms at reception facilities and during the reception process, in particular for vulnerable persons and persons with disabilities, particularly involving interpreters, cultural mediators;

¹² European Commission Policy Document on "developing a multiannual strategic policy for European integrated border management in accordance with Art. 8(4) of Reg. (EU) 2019/1986

- Projects on the establishment or further development of monitoring frameworks on the implementations of the Fundamental Rights Strategy and Action Plan at national level, with the exception of projects related to monitoring mechanisms that are funded under other BMVI calls;
- Workshops on connecting fundamental rights training with SOPs and with incentives to act accordingly – aligning trainings with procedures, operational incentives, circulars

Project proposals under both topics should include **the following elements on monitoring and evaluation**:

- key performance indicators (KPIs), both qualitative and quantitative, with baseline and targets to be used to monitor the implementation and to assess the result of the project, as well as measure the outputs and results of the project against programme performance indicators included in Annex VIII, Regulation (EU) 2021/1148, in particular as regards the Specific Objectives in Article 3(2)(a);
- providing for adjustments of the activities if necessary;
- allowing for lessons learnt and good practices for future actions.

Expected impact

The main expected impact of this Union Action is to support Member States in their development of innovative forms of cooperation, synergies and joint activities in view of improving and aligning their national capabilities in EIBM. Additionally, this Union Action will provide support to Member States in their implementation of the EBCG Fundamental Rights Strategy.

This call has the broader objective to ensure a coherent integrated border management, rendering more effective the application of Union measures for the management of the external borders and for the protection and promotion of fundamental rights in border management activities.

Lessons learnt and good practices deriving from these projects could provide added value and steer future cooperation and joint activities in EIBM.

Additional considerations applicable to this call

While the second topic (*implementation of the EBCG fundamental rights strategy*) is focused specifically on fundamental rights, Member States applying for projects under the first topic (*supporting cooperation between national components of the European Border and Coast Guard (EBCG)*) are also encouraged also take into account the issue of fundamental rights as a horizontal component of EIBM. In particular, Member States should consider that the “*European Border and Coast Guard must guarantee the protection of fundamental rights in the performance of its tasks, in accordance with its mandate, when implementing EIBM*” (component 13 of EIBM).

While national authorities of Member States are also allowed to participate in projects under topic 2 as part of a consortium, their participation should be exclusively in cooperation with at least one international organisation and/or non-governmental organisations with expertise in the field of fundamental rights related to border management. The participation of national authorities is encouraged, as it may help ensure that the submitted projects hold practical applications and take into consideration operational procedures and constraints. However, it is important to

ensure that the scope, content, and execution of projects under the second topic is designed and managed primarily by the fundamental rights entities outlined above.

3. Available budget

The available call budget is **EUR 5 000 000**. Specific budget information per topic can be found in the table below.

Topic	Topic budget
1 — Topic BMVI-2022-TF1-AG-EBCG-1	EUR 4 000 000
2 — Topic BMVI-2022-TF1-AG-EBCG-2	EUR 1 000 000

We reserve the right not to award all available funds or to redistribute them between the call topics, depending on the proposals received and the results of the evaluation.

4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	01 December 2022
<u>Deadline for submission:</u>	<u>18 April 2023– 17:00:00 CET</u> <u>(Brussels)</u>
Evaluation:	April-June 2023
Information on evaluation results:	July 2023 ¹³
GA signature:	September-October 2023

5. Admissibility and documents

Proposals must be submitted before the **call deadline** (see *timetable section 4*).

Proposals must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System (accessible via the Topic page in the [Search Funding & Tenders](#) section). Paper submissions are NOT possible.

Proposals (including annexes and supporting documents) must be submitted using the forms provided *inside* the Submission System (⚠ NOT the documents available on the Topic page — they are only for information).

¹³ In the interest of equal treatment of applicants, the Commission cannot provide any information on the outcome of the call for proposals before the official announcement of the results.

Proposals must be **complete** and contain all the requested information and all required annexes and supporting documents:


- Application Form Part A — contains administrative information about the participants (future coordinator, beneficiaries and affiliated entities) and the summarised budget for the project (*to be filled in directly online*)
- Application Form Part B — contains the technical description of the project (*to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded*)
- **mandatory annexes and supporting documents** (*to be uploaded*):
 - detailed budget table: not applicable
 - CVs of core project team: not applicable
 - activity reports of last year: not applicable
 - list of previous projects (key projects for the last 4 years) (*template available in Part B but to be submitted as a separate annex*)¹⁴.

At proposal submission, you will have to confirm that you have the **mandate to act** for all applicants. Moreover you will have to confirm that the information in the application is correct and complete and that the participants comply with the conditions for receiving EU funding (especially eligibility, financial and operational capacity, exclusion, etc). Before signing the grant, each beneficiary and affiliated entity will have to confirm this again by signing a declaration of honour (DoH). Proposals without full support will be rejected.

Your application must be **readable, accessible and printable**.

Proposals are limited to maximum **50 pages** (Part B without annexes). Evaluators will not consider any additional pages.

You may be asked at a later stage for further documents (*for legal entity validation, financial capacity check, bank account validation, etc*).

 For more information about the submission process (including IT aspects), consult the [Online Manual](#).

6. Eligibility

Topic BMVI-2022-TF1-AG-EBCG-1 - Supporting cooperation between national components of the European Border and Coast Guard (EBCG)

Eligible participants (eligible countries)

In order to be eligible, the applicants (beneficiaries and affiliated entities) must:

- be legal entities (public bodies);
- be established in one of the eligible countries, i.e.:
 - EU Member States (including overseas countries and territories (OCTs)), excluding Ireland¹⁵

¹⁴ The list of previous projects is a mandatory annex. In case this annex is not uploaded, the application will be considered inadmissible and will not be assessed.

¹⁵ Regulation (EU) 2021/1148 constitutes a development of the provisions of the Schengen acquis in which Ireland does not take part, in accordance with Council Decision 2002/192/EC. Ireland is

- non-EU countries¹⁶:
 - countries associated to the BMVI ([associated countries](#)) provided the arrangements foreseen by the BMVI regulation¹⁷ enter into force before grant signature
 - countries which are in ongoing negotiations for an association agreement, where the agreement enters into force before grant signature.

Beneficiaries and affiliated entities must register in the [Participant Register](#) — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc (*see section 13*).

[Impact of the Council Implementing Decision \(EU\) 2022/2506 of 15 December 2022 on measures for the protection of the Union Budget against breaches of the principles of the rule of law in Hungary](#)

Following the [Council Implementing Decision \(EU\) 2022/2506](#), as of 16th December 2022, no legal commitments (including the grant agreement itself as well as subcontracts, purchase contracts, financial support to third parties etc.) can be signed with Hungarian public interest trusts established under Hungarian Act IX of 2021¹⁸ or any entity they maintain.

Affected entities may continue to apply to calls for proposals. However, in case the Council measures are not lifted, such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties). In this case, co-applicants will be invited to remove or replace that entity and/or to change its status into associated partner. Tasks and budget may be redistributed accordingly.

Specific cases

International organisations — International organisations are not eligible.

EU bodies — EU bodies (with the exception of the European Commission Joint Research Centre) can NOT be part of the consortium.

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations (*see list above*) may participate in the call and can sign grants if the negotiations are concluded before grant signature (with retroactive effect, if provided in the agreement).

EU restrictive measures — Special rules apply for certain entities (*e.g. entities subject to [EU restrictive measures](#) under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)*¹⁹ and entities

therefore not taking part in the adoption of this Regulation and is not bound by it or subject to its application.

¹⁶ A non-EU country is a country, which is not an EU Member State

¹⁷ Recital 75 of the BMVI Regulation (EU) 2021/1148

¹⁸ As Act IX of 2021 can be amended, the applicants should always refer to the latest update of the relevant Hungarian Act, available in the national legal database NJT.hu (<https://njt.hu>).

¹⁹ Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

covered by Commission Guidelines No [2013/C 205/05](#)²⁰). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Topic BMVI-2022-TF1-AG-EBCG-2 - Implementation of the EBCG fundamental rights strategy

Eligible participants (eligible countries)

In order to be eligible, the applicants (beneficiaries and affiliated entities) must:

- be legal entities (public or private bodies);
- be established in one of the eligible countries, i.e.:
 - EU Member States (including overseas countries and territories (OCTs)), excluding Ireland²¹
 - non-EU countries²²:
 - countries associated to the BMVI ([associated countries](#)) provided the arrangements foreseen by the BMVI regulation²³ enter into force before grant signature
 - countries which are in ongoing negotiations for an association agreement, where the agreement enters into force before grant signature.

Beneficiaries and affiliated entities must register in the [Participant Register](#) — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc (see section 13).

Impact of the Council Implementing Decision (EU) 2022/2506 of 15 December 2022 on measures for the protection of the Union Budget against breaches of the principles of the rule of law in Hungary

Following the [Council Implementing Decision \(EU\) 2022/2506](#), as of 16th December 2022, no legal commitments (including the grant agreement itself as well as subcontracts, purchase contracts, financial support to third parties etc.) can be signed with Hungarian public interest trusts established under Hungarian Act IX of 2021²⁴ or any entity they maintain.

²⁰ Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

²¹ Regulation (EU) 2021/1148 constitutes a development of the provisions of the Schengen acquis in which Ireland does not take part, in accordance with Council Decision 2002/192/EC. Ireland is therefore not taking part in the adoption of this Regulation and is not bound by it or subject to its application.

²² A non-EU country is a country, which is not an EU Member State

²³ Recital 75 of the BMVI Regulation (EU) 2021/1148

²⁴ As Act IX of 2021 can be amended, the applicants should always refer to the latest update of the relevant Hungarian Act, available in the national legal database NJT.hu (<https://njt.hu>).

Affected entities may continue to apply to calls for proposals. However, in case the Council measures are not lifted, such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties). In this case, co-applicants will be invited to remove or replace that entity and/or to change its status into associated partner. Tasks and budget may be redistributed accordingly.

Specific cases

International organisations — International organisations are eligible. The rules on eligible countries do not apply to them.

Entities without legal personality — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf, and offer guarantees for the protection of the EU financial interests equivalent to that offered by legal persons²⁵.

EU bodies — EU bodies (with the exception of the European Commission Joint Research Centre) can NOT be part of the consortium.

Associations and interest groupings — Entities composed of members may participate as 'sole beneficiaries' or 'beneficiaries without legal personality'²⁶. ⚠ Please note that if the action will be implemented by the members, they should also participate (either as beneficiaries or as affiliated entities, otherwise their costs will NOT be eligible).

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations (*see list above*) may participate in the call and can sign grants if the negotiations are concluded before grant signature (with retroactive effect, if provided in the agreement).

EU restrictive measures — Special rules apply for certain entities (*e.g. entities subject to [EU restrictive measures](#) under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)*²⁷ and entities covered by Commission Guidelines No [2013/C 205/05](#)²⁸). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Consortium composition

Proposals must be submitted by:

for topic **BMVI-2022-TF1-AG-EBCG-1 - Supporting cooperation between national components of the European Border and Coast Guard (EBCG):**

- minimum two applicants (beneficiaries; not affiliated entities) from two different countries eligible under the Border Management and Visa Instrument: EU Member States (with the exception of Ireland) and Schengen Associated

²⁵ See Article 197(2)(c) EU Financial Regulation [2018/1046](#).

²⁶ For the definitions, see Articles 187(2) and 197(2)(c) EU Financial Regulation [2018/1046](#).

²⁷ Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

²⁸ Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

Countries

- national authorities responsible for border management; or coast guards to the extent they carry out border control tasks
- The following entities can NOT apply as coordinator:
 - Not applicable
- the following entities can NOT apply:
 - national authorities not responsible for border management
 - private entities (profit making and non-profit making entities)
 - international organisations.

for topic **BMVI-2022-TF1-AG-EBCG-2 - Implementation of the EBCG fundamental rights strategy:**

- minimum two applicants (beneficiaries; not affiliated entities) from two different countries eligible under the Border Management and Visa Instrument: EU Member States (with the exception of Ireland) and Schengen Associated Countries.
- at least one applicant must be a non-profit making private entity or an international organisation.
- international organisations and non-governmental organisations applying under topic BMVI-2022-TF1-AG-EBCG-2 must have expertise in the field of fundamental rights related to border management
- National authorities applying under topic BMVI-2022-TF1-AG-EBCG-2 must be responsible for border management; coast guards can apply to the extent they carry out border control tasks
- the following entities can NOT apply as coordinator:
 - public authorities.
- the following entities can NOT apply:
 - profit making private entities
 - International organisation and non-governmental organisations with no expertise in the field of fundamental rights related to border management
 - National authorities not responsible for border management.

Eligible activities

Eligible activities are the ones set out in section 2.2 above.

Financial support to third parties is not allowed.

Other important considerations

All projects submitted must clarify how they meet the objectives and expected impact of the call and how they contribute to the implementation of EIBM. Additionally, projects will be evaluated favourably for demonstrably taking into consideration in their scopes and activities the horizontal components of EIBM, namely: fundamental rights, education and training, research and innovation.

Moreover, any initiatives or projects which already receive funding under BMVI in any capacity will not be eligible, as they may not receive additional funding under this call.

Proposals focusing on

- return operations or activities related to returns
- activities or projects related to asylum

are not considered as relevant for funding under this call, as they fall outside the scope of BMVI.

Projects should take into account the results of projects supported by other EU funding programmes. The complementarities must be described in the project proposals (Part B of the Application Form).

Projects should comply with EU policy interests and priorities (*such as environment, social, security, industrial and trade policy, etc*).

Duration

Projects must be 24 months (extensions are possible, if duly justified and through an amendment).

Project budget

Project budgets (maximum grant amount) must range:

- for topic BMVI-2022-TF1-AG-EBCG-1: between EUR 500.000 and EUR 1.000.000
- for topic BMVI-2022-TF1-AG-EBCG-2: between EUR 200.000 and EUR 300.000.

Ethics

Projects must comply with:

- highest ethical standards
- EU values based on Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights and
- other applicable EU, international and national law.

Applications should pay appropriate attention to the effects of the project on individual rights and freedoms, and indicate the measures taken to limit or remedy such effects.

Applicants must show in their application that they respect ethical principles and EU values based on Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights.

Projects involving ethics issues may be made subject to specific ethics rules.

Security

Projects involving EU classified information must undergo security scrutiny to authorise funding and may be made subject to specific security rules (detailed in a security aspects letter (SAL) which is annexed to the Grant Agreement).

These rules (governed by Decision [2015/444](#)²⁹ and its implementing rules and/or national rules) provide for instance that:

- projects involving information classified TRES SECRET UE/EU TOP SECRET (or equivalent) can NOT be funded
- classified information must be marked in accordance with the applicable security instructions in the SAL
- information with classification levels CONFIDENTIEL UE/EU CONFIDENTIAL or above (and RESTREINT UE/ EU RESTRICTED, if required by national rules) may be:
 - created or accessed only on premises with facility security clearing (FSC) from the competent national security authority (NSA), in accordance with the national rules
 - handled only in a secured area accredited by the competent NSA
 - accessed and handled only by persons with valid personnel security clearance (PSC) and a need-to-know
- at the end of the grant, the classified information must either be returned or continue to be protected in accordance with the applicable rules
- action tasks involving EU classified information (EUCI) may be subcontracted only with prior written approval from the granting authority and only to entities established in an EU Member State or in a non-EU country with a security of information agreement with the EU (or an administrative arrangement with the Commission)
- disclosure of EUCI to third parties is subject to prior written approval from the granting authority.

Please note that, depending on the type of activity, facility security clearing may have to be provided before grant signature. The granting authority will assess the need for clearing in each case and will establish their delivery date during grant preparation. Please note that in no circumstances can we sign any grant agreement until at least one of the beneficiaries in a consortium has facility security clearing.

Beneficiaries must ensure that their projects are not subject to national/third-country security requirements that could affect implementation or put into question the award of the grant (*e.g. technology restrictions, national security classification, etc*). The granting authority must be notified immediately of any potential security issues.

²⁹ See Commission Decision 2015/544/EU, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

Overview eligibility conditions

	Topic BMVI-2022-TF1-AG-EBCG-1	Topic BMVI-2022-TF1-AG-EBCG-2
Consortium composition — minimum number of		
Entities	2	2
Member States participating in or countries associated to BMVI	2	2
Consortium composition — participation of public entities established in the EU Member States (including overseas countries and territories (OCTs)), excluding Ireland, as		
Coordinators	Yes	No
Beneficiaries	Yes	Yes
Consortium composition — participation of non-profit private organisations established in the EU Member States (including overseas countries and territories (OCTs)), excluding Ireland, as		
Coordinators	No	Yes
Beneficiaries	No	Yes
Consortium composition — International Organisations can participate as		
Coordinators	No	Yes
Beneficiaries	No	Yes
Consortium composition — participation of for-profit organisations established in the EU Member States (including overseas countries and territories (OCTs)), excluding Ireland, as		
Coordinators	No	No
Beneficiaries	No	No
Consortium composition — participation of public entities established in Schengen Associated Countries as		
Coordinators	Yes	No
Beneficiaries	Yes	Yes
Consortium composition — participation of non-profit private organisations established in Schengen Associated Countries as		
Coordinators	No	Yes
Beneficiaries	No	Yes

Consortium composition — participation of for-profit organisations established in Schengen Associated Countries as		
Coordinators	No	No
Beneficiaries	No	No
Duration of projects (in months)		
	24 (exactly)	24 (exactly)
Project budget — maximum grant amount		
Minimum (EUR)	EUR 500.000	EUR 200.000
Maximum (EUR)	EUR 1.000.000	EUR 300.000

7. Financial and operational capacity and exclusion

Financial capacity

Applicants must have **stable and sufficient resources** to successfully implement the projects and contribute their share. Organisations participating in several projects must have sufficient capacity to implement all these projects.

The financial capacity check will be carried out on the basis of the documents you will be requested to upload in the [Participant Register](#) during grant preparation (*e.g. profit and loss account and balance sheet, business plan, audit report produced by an approved external auditor, certifying the accounts for the last closed financial year, etc*). The analysis will be based on neutral financial indicators, but will also take into account other aspects, such as dependency on EU funding and deficit and revenue in previous years.

The check will normally be done for all beneficiaries, except:

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations
- if the individual requested grant amount is not more than EUR 60 000.

If needed, it may also be done for affiliated entities.

If we consider that your financial capacity is not satisfactory, we may require:

- further information
- an enhanced financial responsibility regime, i.e. joint and several responsibility for all beneficiaries or joint and several liability of affiliated entities (*see below, section 10*)

- prefinancing paid in instalments

- (one or more) prefinancing guarantees (*see below, section 10*)

or

- propose no prefinancing
- request that you are replaced or, if needed, reject the entire proposal.

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Operational capacity

Applicants must have the **know-how, qualifications** and **resources** to successfully implement the projects and contribute their share (including sufficient experience in projects of comparable size and nature).

This capacity will be assessed together with the 'Quality' award criterion, on the basis of the competence and experience of the applicants and their project teams, including operational resources (human, technical and other) or, exceptionally, the measures proposed to obtain it by the time the task implementation starts.

If the evaluation of the award criterion is positive, the applicants are considered to have sufficient operational capacity.

Applicants will have to show their capacity via the following information:

- general profiles (qualifications and experiences) of the staff responsible for managing and implementing the project
- description of the consortium participants
- list of previous projects (key projects for the last 4 years).

Additional supporting documents may be requested, if needed to confirm the operational capacity of any applicant.

Public bodies, Member State organisations and international organisations are exempted from the operational capacity check.

Exclusion

Applicants which are subject to an **EU exclusion decision** or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate³⁰:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct³¹ (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)

³⁰ See Articles 136 and 141 of EU Financial Regulation [2018/1046](#).

³¹ Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain advantage.

- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decisionmaking- or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- guilty of irregularities within the meaning of Article 1(2) of Regulation No [2988/95](#) (including if done by persons having powers of representation, decision making- or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant).

Applicants will also be refused if it turns out that³²:

- during the award procedure they misrepresented information required as a condition for participating or failed to supply that information
- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

8. Evaluation and award procedure

The proposals will have to follow a **two-step evaluation procedure**.

For all eligible applications, in the first step, there will be a pre-selection on the basis of the Relevance award criterion only. In the second step, the successful proposals will be assessed against the full set of award criteria.

An **evaluation committee** will assess all applications. Proposals will first be checked for formal requirements (admissibility, and eligibility, *see sections 5 and 6*). Proposals found admissible and eligible will be evaluated (for each topic) against the operational capacity and award criteria (*see sections 7 and 9*) and then ranked according to their scores.

For proposals with the same score (within a topic or budget envelope) a **priority order** will be determined according to the following approach:


Successively for every group of *ex aequo* proposals, starting with the highest scored group, and continuing in descending order:

- 1) The *ex aequo* proposals within the same topic will be prioritised according to the scores they have been awarded for the award criterion 'Relevance'. When these scores are equal, priority will be based on their scores for the criterion 'Impact'. When these scores are equal, priority will be based on their scores for the criterion 'Quality'.
- 2) If this does not allow to determine the priority, a further prioritisation can be done by considering the overall project portfolio and the creation of positive synergies between projects, or other factors related to the objectives of the call.

³² See Article 141 EU Financial Regulation [2018/1046](#).

- 3) After that, the remainder of the available call budget will be used to fund projects across the different topics in order to ensure a balanced spread of the geographical and thematic coverage and while respecting to the maximum possible extent the order of merit based on the evaluation of the award criteria.

All proposals will be informed about the evaluation result (**evaluation result letter**). Successful proposals will be invited for grant preparation; the other ones will be put on the reserve list or rejected.

 No commitment for funding — Invitation to grant preparation does NOT constitute a formal commitment for funding. We will still need to make various legal checks before grant award: *legal entity validation, financial capacity, exclusion check, etc.*

Grant preparation will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from your side. It may also include adjustments to the proposal to address recommendations of the evaluation committee or other concerns. Compliance will be a pre-condition for signing the grant.

If you believe that the evaluation procedure was flawed, you can submit a **complaint** (following the deadlines and procedures set out in the evaluation result letter). Please note that notifications which have not been opened within 10 days after sending are considered to have been accessed and that deadlines will be counted from opening/access (see also [Funding & Tenders Portal Terms and Conditions](#)). Please also be aware that for complaints submitted electronically, there may be character limitations.

9. Award criteria

The **award criteria** for this call are as follows:

- **Relevance:** clarity and consistency of the objectives and scope of the project seen against the objectives and expected impact/outcomes (if applicable) as identified in section 2; contribution to the relevant EU strategic documents and/or action plans and legislative context; previous results in the field; European/trans-national dimension (30 points)
- **Quality:** logical links between the identified problems, needs and solutions proposed; methodology for implementing the project (concept and methodology, timetable, monitoring and evaluation); expertise and quality of the consortium and project teams; management structures and procedures; risks and risk management; feasibility of the project within the proposed time frame; cost effectiveness and best value for money (50 points)
- **Impact:** expected short-term and long-term impact of results on target groups/general public; degree of ambition and innovation; appropriate communication strategy, including visibility of EU funding; appropriate dissemination strategy for ensuring sustainability and long-term impact; sustainability of results after EU funding ends; replicability/usability/potential for amplification of the results (20 points).

Award criteria	Minimum pass score	Maximum score
Relevance	21	30
Quality	n/a	50
Impact	n/a	20
Overall (pass) scores	70	100

Maximum points: 100 points.

Individual thresholds for the criterion 'Relevance': 21/30 points.

Overall threshold: 70 points.

Proposals that pass the individual threshold for the criterion 'Relevance' AND the overall threshold will be considered for funding — within the limits of the available call budget. Other proposals will be rejected.

10. Legal and financial set-up of the Grant Agreements

If you pass evaluation, your project will be invited for grant preparation, where you will be asked to prepare the Grant Agreement together with the EU Project Officer.

This Grant Agreement will set the framework for your grant and its terms and conditions, in particular concerning deliverables, reporting and payments.

The Model Grant Agreement that will be used (and all other relevant templates and guidance documents) can be found on [Portal Reference Documents](#).

Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*). Normally the starting date will be after grant signature. Retroactive application can be granted exceptionally for duly justified reasons — but never earlier than the proposal submission date.

Project duration: 24 months (extensions are possible, if duly justified and through an amendment).

Milestones and deliverables

The milestones and deliverables for each project will be managed through the Portal Grant Management System and will be reflected in Annex 1 of the Grant Agreement.

The following deliverables will be mandatory for all projects:

- A mid-term project report

Form of grant, funding rate and maximum grant amount

The grant parameters (*maximum grant amount, funding rate, total eligible costs, etc*) will be fixed in the Grant Agreement (*Data Sheet, point 3 and art 5*).

Project budget (maximum grant amount): *see section 6 above*. The grant awarded may be lower than the amount requested.

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost and flat-rate elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for your project (NOT the *budgeted* costs). For unit costs and flat-rates, you can charge the amounts calculated as explained in the Grant Agreement (*see art 6 and Annex 2 and 2a*).

The costs will be reimbursed at the funding rate fixed in the Grant Agreement (**90%**).

Grants may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). For-profit organisations must declare their revenues and, if there is a profit, we will deduct it from the final grant amount (*see art 22.3*).]

Moreover, please be aware that the final grant amount may be reduced in case of non-compliance with the Grant Agreement (*e.g. improper implementation, breach of obligations, etc*).

Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Data Sheet, point 3, art 6 and Annex 2*).

Budget categories for this call:

- A. Personnel costs
 - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
 - A.4 SME owners and natural person beneficiaries
 - A.5 Volunteers
- B. Subcontracting costs
- C. Purchase costs
 - C.1 Travel and subsistence
 - C.2 Equipment
 - C.3 Other goods, works and services
- D. Other cost categories (*not applicable*)
- E. Indirect costs

Specific cost eligibility conditions for this call:


- personnel costs:
 - SME owner/natural person unit cost³³: Yes
 - volunteers unit cost³⁴: Yes (without indirect costs)
- travel and subsistence unit cost³⁵: Yes
- equipment costs: depreciation

³³ Commission [Decision](#) of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020)7715).

³⁴ Commission [Decision](#) of 10 April 2019 authorising the use of unit costs for declaring personnel costs for the work carried out by volunteers under an action or a work programme (C(2019)2646).

³⁵ Commission [Decision](#) of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).

- other cost categories:
 - costs for financial support to third parties: not allowed
- indirect cost flat-rate: 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any)
- VAT: non-deductible VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible)
- divers:
 - in-kind contributions for free are allowed, but cost-neutral, i.e. cannot be declared as cost

 **Volunteers costs** — Volunteers costs are not a classic cost category. There are no costs because volunteers work for free, but they may nonetheless be added to the budget in the form of a pre-fixed unit cost (per volunteer) and thus allow you to benefit from the volunteers' work for the grant (by increasing the amount of reimbursement up to 100% of the normal costs, i.e. cost categories other than volunteers). More information is available in the [AGA — Annotated Grant Agreement, art 6.2.A.5](#).

Reporting and payment arrangements

The reporting and payment arrangements are fixed in the Grant Agreement (*Data Sheet, point 4 and art 21 and 22*).


After grant signature, you will normally receive a **prefinancing** to start working on the project (float of normally **80%** of the maximum grant amount; exceptionally less or no prefinancing). The prefinancing will be paid 30 days from entry into force/financial guarantee (if required) — whichever is the latest.

There will be no **interim payments**

In addition, you will be expected to submit one or more progress reports not linked to payments.

Payment of the balance: At the end of the project, we will calculate your final grant amount. If the total of earlier payments is higher than the final grant amount, we will ask you (your coordinator) to pay back the difference (recovery).

All payments will be made to the coordinator.

 Please be aware that payments will be automatically lowered if one of your consortium members has outstanding debts towards the EU (granting authority or other EU bodies). Such debts will be offset by us — in line with the conditions set out in the Grant Agreement (*see art 22*).

Please also note that you are responsible for keeping records on all the work done and the costs declared.

Prefinancing guarantees

If a prefinancing guarantee is required, it will be fixed in the Grant Agreement (*Data Sheet, point 4*). The amount will be set during grant preparation and it will normally be equal or lower than the prefinancing for your grant.

The guarantee should be in euro and issued by an approved bank/financial institution established in an EU Member State. If you are established in a non-EU country and

would like to provide a guarantee from a bank/financial institution in your country, please contact us (this may be exceptionally accepted, if it offers equivalent security).

Amounts blocked in bank accounts will NOT be accepted as financial guarantees.

Prefinancing guarantees are formally NOT linked to individual consortium members, which means that you are free to organise how to provide the guarantee amount (*by one or several beneficiaries, for the overall amount or several guarantees for partial amounts, by the beneficiary concerned or by another beneficiary, etc*). It is however important that the requested amount is covered and that the guarantee(s) are sent to us in time to make the prefinancing (scanned copy via Portal AND original by post).

If agreed with us, the bank guarantee may be replaced by a guarantee from a third party.

The guarantee will be released at the end of the grant, in accordance with the conditions laid down in the Grant Agreement.

Certificates

Depending on the type of action, size of grant amount and type of beneficiaries, you may be requested to submit different certificates. The types, schedules and thresholds for each certificate are fixed in the Grant Agreement (*Data Sheet, point 4 and art 24*).

Liability regime for recoveries

The liability regime for recoveries will be fixed in the Grant Agreement (*Data Sheet point 4.4 and art 22*).

For beneficiaries, it is limited joint and several liability with individual ceilings — *each beneficiary up to their maximum grant amount*.

In addition, the granting authority may require joint and several liability of affiliated entities (with their beneficiary).

Provisions concerning the project implementation

Security rules: *see Model Grant Agreement (art 13 and Annex 5)*

Ethics rules: *see Model Grant Agreement (art 14 and Annex 5)*

IPR rules: *see Model Grant Agreement (art 16 and Annex 5):*

- rights of use on results: Yes

Communication, dissemination and visibility of funding: *see Model Grant Agreement (art 17 and Annex 5):*

- additional communication and dissemination activities: Yes
- limited communication and visibility to protect persons involved: No

Specific rules for carrying out the action: *see Model Grant Agreement (art 18 and Annex 5):*

- EU restrictive measures: Yes
- durability: No

- specific rules for humanitarian actions: No
- specific rules for blending operations: No

Other specificities

n/a

Non-compliance and breach of contract

The Grant Agreement (chapter 5) provides for the measures we may take in case of breach of contract (and other non-compliance issues).



For more information, see [AGA — Annotated Grant Agreement](#).

11. How to submit an application

All proposals must be submitted directly online via the Funding & Tenders Portal Electronic Submission System. Paper applications are NOT accepted.

Submission is a **2-step process**:

a) create a user account and register your organisation

To use the Submission System (the only way to apply), all participants need to [create an EU Login user account](#).

Once you have an EU Login account, you can [register your organisation](#) in the Participant Register. When your registration is finalised, you will receive a 9-digit participant identification code (PIC).

b) submit the proposal

Access the Electronic Submission System via the Topic page in the [Search Funding & Tenders](#) section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter).

Submit your proposal in 3 parts, as follows:

- Part A includes administrative information about the applicant organisations (future coordinator, beneficiaries, affiliated entities and associated partners) and the summarised budget for the proposal. Fill it in directly online
- Part B (description of the action) covers the technical content of the proposal. Download the mandatory word template from the Submission System, fill it in and upload it as a PDF file
- Annexes (*see section 5*). Upload them as PDF file (single or multiple depending on the slots). Excel upload is sometimes possible, depending on the file type.

The proposal must keep to the **page limits** (*see section 5*); excess pages will be disregarded.

Documents must be uploaded to the **right category** in the Submission System otherwise the proposal might be considered incomplete and thus inadmissible.

The proposal must be submitted **before the call deadline** (*see section 4*). After this deadline, the system is closed and proposals can no longer be submitted.

Once the proposal is submitted, you will receive a **confirmation e-mail** (with date and time of your application). If you do not receive this confirmation e-mail, it means your proposal has NOT been submitted. If you believe this is due to a fault in the Submission System, you should immediately file a complaint via the [IT Helpdesk webform](#), explaining the circumstances and attaching a copy of the proposal (and, if possible, screenshots to show what happened).

Details on processes and procedures are described in the [Online Manual](#). The Online Manual also contains the links to FAQs and detailed instructions regarding the Portal Electronic Exchange System.

12. Help

As far as possible, ***please try to find the answers you need yourself***, in this and the other documentation (we have limited resources for handling direct enquiries):

- [Online Manual](#)
- FAQs on the Topic page (for call-specific questions in open calls; not applicable for actions by invitation)
- [Portal FAQ](#) (for general questions).

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.

Please also consult the Topic page regularly, since we will use it to publish call updates. (For invitations, we will contact you directly in case of a call update).

Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions should be sent to the following email address:

HOME-BMVI-UNION-ACTIONS@ec.europa.eu

Please indicate clearly the reference of the call and topic to which your question relates (*see cover page*).

13. Important



IMPORTANT

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (*e.g. congestion, etc*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Topic page regularly. We will use it to publish updates and additional information on the call (call and topic updates).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all participants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all beneficiaries, affiliated entities and associated partners must be registered in the [Participant Register](#). The participant identification code (PIC) (one per participant) is mandatory for the Application Form.
- **Consortium roles** — When setting up your consortium, you should think of organisations that help you reach objectives and solve problems.

The roles should be attributed according to the level of participation in the project. Main participants should participate as **beneficiaries** or **affiliated entities**; other entities can participate as associated partners, subcontractors, third parties giving in-kind contributions. **Associated partners** and third parties giving in-kind contributions should bear their own costs (they will not become formal recipients of EU funding). **Subcontracting** should normally constitute a limited part and must be performed by third parties (not by one of the beneficiaries/affiliated entities). Subcontracting going beyond 30% of the total eligible costs must be justified in the application.

- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). They will have to choose a coordinator, who will take care of the project management and coordination and will represent the consortium towards the granting authority. In mono-beneficiary grants, the single beneficiary will automatically be coordinator.
- **Affiliated entities** — Applicants may participate with affiliated entities (i.e. entities linked to a beneficiary which participate in the action with similar rights and obligations as the beneficiaries, but do not sign the grant and therefore do not become beneficiaries themselves). They will get a part of the grant money and must therefore comply with all the call conditions and be validated (just like beneficiaries); but they do not count towards the minimum eligibility criteria for consortium composition (if any).
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant money). They participate without funding and therefore do not need to be validated.
- **Consortium agreement** — For practical and legal reasons it is recommended to set up internal arrangements that allow you to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives you the possibility to redistribute the grant money according to your own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows you to customise the EU grant to the needs inside your consortium and can also help to protect you in case of disputes.

- **Balanced project budget** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (*e.g. own contributions, income generated by the action, financial contributions from third parties, etc*). You may be requested to lower your estimated costs, if they are ineligible (including excessive).
- **No-profit rule** — Grants may NOT give a profit (i.e. surplus of revenues + EU grant over costs). This will be checked by us at the end of the project.
- **No double funding** — There is a strict prohibition of double funding from the EU budget (except under EU Synergies actions). Outside such Synergies actions, any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances declared to two different EU actions.
- **Completed/ongoing projects** — Proposals for projects that have already been completed will be rejected; proposals for projects that have already started will be assessed on a case-by-case basis (in this case, no costs can be reimbursed for activities that took place before the project starting date/proposal submission).
- **Combination with EU operating grants** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and you make sure that cost items are clearly separated in your accounting and NOT declared twice (see [AGA — Annotated Model Grant Agreement, art 6.2.E](#)).
- **Multiple proposals** — Applicants may submit more than one proposal for *different* projects under the same call (and be awarded a funding for them).
Organisations may participate in several proposals.
BUT: if there are several proposals for *very similar* projects, only one application will be accepted and evaluated; the applicants will be asked to withdraw one of them (or it will be rejected).
- **Resubmission** — Proposals may be changed and re-submitted until the deadline for submission.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this Call Document (and the documents it refers to). Proposals that do not comply with all the call conditions will be **rejected**. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them doesn't, they must be replaced or the entire proposal will be rejected.
- **Cancellation** — There may be circumstances which may require the cancellation of the call. In this case, you will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Language** — You can submit your proposal in any official EU language (project abstract/summary should however always be in English). For reasons of efficiency, we strongly advise you to use English for the entire application. If you need the call documentation in another official EU language, please submit a request within 10 days after call publication (for the contact information, see *section 12*).

- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year on the [Europa website](#).

This includes:

- beneficiary names
- beneficiary addresses
- the purpose for which the grant was awarded
- the maximum amount awarded.

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.

- **Data protection** — The submission of a proposal under this call involves the collection, use and processing of personal data. This data will be processed in accordance with the applicable legal framework. It will be processed solely for the purpose of evaluating your proposal, subsequent management of your grant and, if needed, programme monitoring, evaluation and communication. Details are explained in the [Funding & Tenders Portal Privacy Statement](#).