



EUROPEAN COMMISSION
Employment, Social Affairs and Inclusion DG
Social Affairs
Disability & Inclusion

Promoting Non-discrimination and Equality
RIGHTS, EQUALITY AND CITIZENSHIP PROGRAMME
(2014-2020)

CALL FOR PROPOSALS

VP/2019/014

Operating Grants 2020 to EU level networks having signed a framework partnership agreement for the period 2018-2021 and being active in the area: rights of persons with disabilities

Question and answers

Last update: 04/09/2019 (version 6)

You will find below a list of the most frequently asked and specific questions raised in relation to this call for proposals. The responses provided in this document are designed to assist applicants and any advice contained therein is without prejudice to any decision of the evaluation committee.

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Q1. Who can apply for the call?

The Call VP/2019/014 is open to EU-level organisations active in the area of rights of persons with disabilities that have signed a **Framework Partnership Agreement 2018-2021** with the European Commission, following the Call VP/2017/014.

The list of awarded organisations is available on Europa: <http://ec.europa.eu/social/main.jsp?catId=632&langId=en>

Organisations that have not signed such a Framework Partnership Agreement are not eligible to this Call.

Q2. In the 2020 work programme, is it possible to add activities, staff members or other elements not originally foreseen in the 4-year strategic plan of the framework partnership agreement?

The proposals for the annual operating grant 2020 should be in line with the quadrennial strategic plan and budget forecast agreed with the European Commission in the framework partnership agreements.

As specified in the call for proposals, minor adaptations due to changes in the overall context or unforeseeable new organisational developments are possible. Deviations should be explained in the description of the action and work plan under “Additional information”.

The new elements must remain in line with the policy priorities and objectives agreed for the partnerships and set out in the call VP/2019/014 and correspond to the type of activities which may be funded under this call.

Q3. There is a discrepancy between Sections 5 and 14 of the Call for Proposals regarding the number of hard copies to be submitted. Could please clarify whether we must submit our original application dossier along with either one or two copies?

We apologise for the confusion and thank you for pointing to this discrepancy.

Instructions laid down under section 14 must be followed ie. "The hard copy of the proposal must be duly blue ink signed and sent in with two copies (**one marked “original” and two marked “copy”**)."

Q4. As there are overlaps between Swim sections “D.3 Short summary of the action”/“D.7 Workplan” and the annex with the detailed work plan, can we leave those sections blank in Swim and add a reference to the annex as last year?

The annex with the detailed work plan should include the full description of the work programme 2020.

In Swim section “D7 Workplan”, applicants may choose either to provide a succinct overview of the work plan or to indicate “Refer to the Annex: Description of the action and work programme for 2020”.

However, the Swim section “D.3 Short summary of the action” is compulsory as this text is automatically feeding the publication report that follows final payments. It should provide a succinct overview of the action and does not have to be a copy-paste of the annex.

Q5. Is an applicant from a third country eligible under this call?

No, it is not. The criteria laying down the conditions for eligibility are described in the text of the call for proposals. As explained in reply to question 1 above, only applicants that have signed a Framework Partnership Agreement are eligible under this call. In addition, the geographical scope is limited to eligible participating REC countries i.e. EU Member State; Iceland; Liechtenstein; and Serbia (see the call for the full text).

Q6. Could you please explain how we should fill-in the Resources and provisional budget in the Work plan document? Which costs shall we take into consideration? Shall we indicate salary costs on a daily base for each person involved in the different actions/events/programs?

Could you please clarify what it is expected from the cover letter? Do you have a template for this document?

Could you please clarify what it is expected from the executive summary? Shall we summarise our objectives for the year 2020 or the main objectives of the NGO?

The "Resources and provisional budget – detailed breakdown" section should contain any budgetary information related to the specific activity. For example: the number of working days per category of personnel; travel costs; accommodation costs; services; etc. Any additional element useful to describe how the budget has been foreseen for the activity.

The "cover letter" is a free format text – no template available - written on the organisation letterhead in which all the elements of the application form are mentioned: reference of the call for proposals; the proposal reference generated by SWIM (e.g. VP/2019/014/xxxx); etc. This letter has to be originally hand signed and dated by the authorised representative of the organisation.

The "executive summary" – mentioned under "Admissibility Requirements" at section 5 of the call text – should accompany the application form only when the application form is not written in English.

Q7. Could you kindly advise whether the call under reference is the same contained in the working programme of the EC DG REC, p. 45?:

- Brussels, 29.11.2018 C(2018) 7916 final COMMISSION IMPLEMENTING DECISION of 29.11.2018 on the financing of the Rights, Equality and Citizenship Programme and the adoption of the work programme for 2019

The reference of the financing decision under which the call for proposals VP/2019/014 has been published is at page 41. It is labelled as "3.2.4 – Call for proposals to promote and protect the rights of persons with disabilities".

Q8: Can you provide any recommendation concerning the style of the application?

The work programme must be simple and understandable. Main activities should be clearly described and all connected actions should be grouped under them. Please avoid unnecessary details.

Q9. We notice that this year's template for the description of the action is slightly changed. In previous years, there was a free text field titled "Strategic objectives" for each of the 4 different priority. This year, it seems like there is only one general field with strategic objectives in the beginning, with a character limit of 4000 characters. Is this correct? Should the strategic objectives now be summarized for all the 4 priorities together? Or is it possible to still split them per category and use more characters?

The template has actually not changed in this regards. If your organisation had split it out under each priority in the past, we suggest that you follow the template and respect the character limitation. The structure of the text per priority can of course be kept.