



CERV CITIZENS,
EQUALITY, RIGHTS
AND VALUES
EU FUNDING PROGRAMME

CERV-2024-TOWN-TT TOWN TWINNING Call for Proposals

CERV Programme

Online Info session

EACEA

07 June 2024

Get Webex ready...

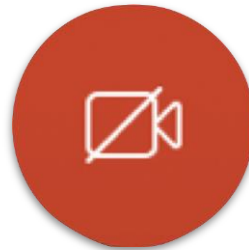
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www.slido.com for
questions & live polls

We remind you....

- When entering the meeting **please do not put your name** but write your organisation and your country, e.g. 'Municipality of Brussels, BE.'
- This info session will be **recorded** using WebEx, for dissemination and publication purposes (on EACEA website for 1 year).
- If you **do not wish to appear** in the recording, keep your camera and microphone off.
- **No personal data will be collected from participants** (no list of participants/emails of participants).

No personal data will be collected!!

Agenda

Welcome and opening remarks by Katerina XETHALI,
EACEA Unit B.3 Citizens and EU values - Head of Unit

Part 1: Political Priorities of CERV Programme – Christopher Sharp
DG JUST Unit 0.4 Programme and financial management - Policy Officer

Part 2: Presentation of Town Twinning 2023 Call by Marco Sioli
EACEA Unit B.3 Citizens and EU values - Call Coordinators

Questions and answers session

Coffee break (15 min)

Moderated by Michela Beati, EACEA Unit B.3

Agenda (II)

Part 4: Tips and Tricks – Elena Pedone

EACEA Unit B.3 Citizens and EU values – Programme Manager and Call Coordinator

Part 5: Communication obligations – Stella Mancini

EACEA Unit B.3 Citizens and EU values – Project Officer

Questions and answers session

Feedback from the meeting (Slido)

Closing remarks

Welcome and opening remarks

Katerina Xethali (Head of Sector EACEA/B3)
EACEA Unit B.3 Citizens and EU values

Citizens, Equality, Rights and Values Programme

POLITICAL PRIORITIES AND EU
FUNDING OPPORTUNITIES

Christopher Sharp
DG JUST



CERV Programme

To protect and promote rights and values as enshrined in the EU **Treaties and the EU Charter**

by **supporting civil society organisations** and other stakeholders active at local, regional, national and transnational level,

by encouraging civic and democratic participation, in order to sustain and further develop open, rights-based, democratic, equal and inclusive societies based on the rule of law

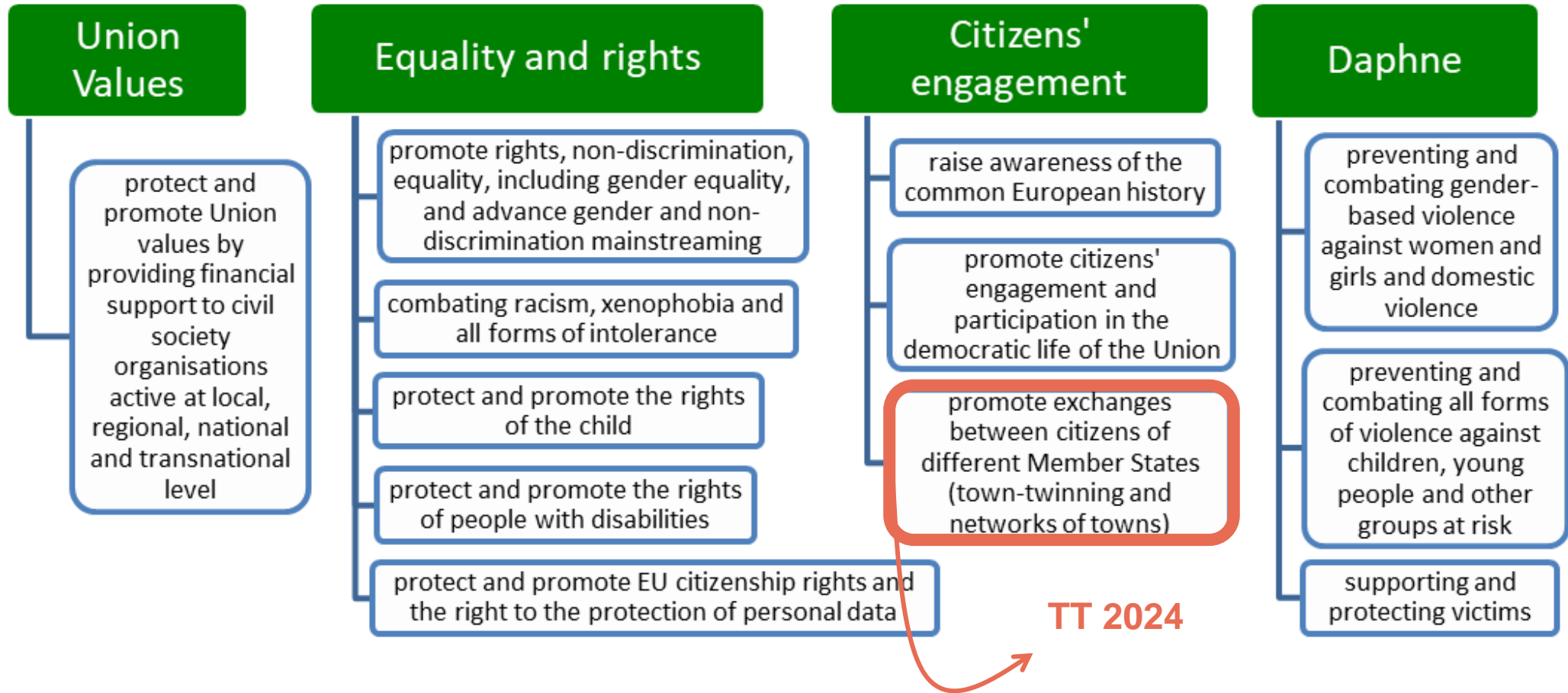
Union Values Strand

Equality, Rights and Gender Equality Strand

Citizens' engagement and participation strand

Daphne strand

CERV Programme – Four strands



Specific objectives Call TT 2024

To promote **exchanges** between citizens of different countries

To reinforce **mutual understanding and friendship**

To discover the **cultural diversity** of the European Union

To encourage **cooperation** between municipalities and the exchange of best practices

To give citizens **practical experience** of the wealth and diversity of the common heritage of the Union and to make them aware that these constitute the foundation for a common future

To guarantee **peaceful relations** between Europeans and to ensure their **active participation** at the local level

To support **good local governance** and reinforce the role of local and regional authorities in the European integration process



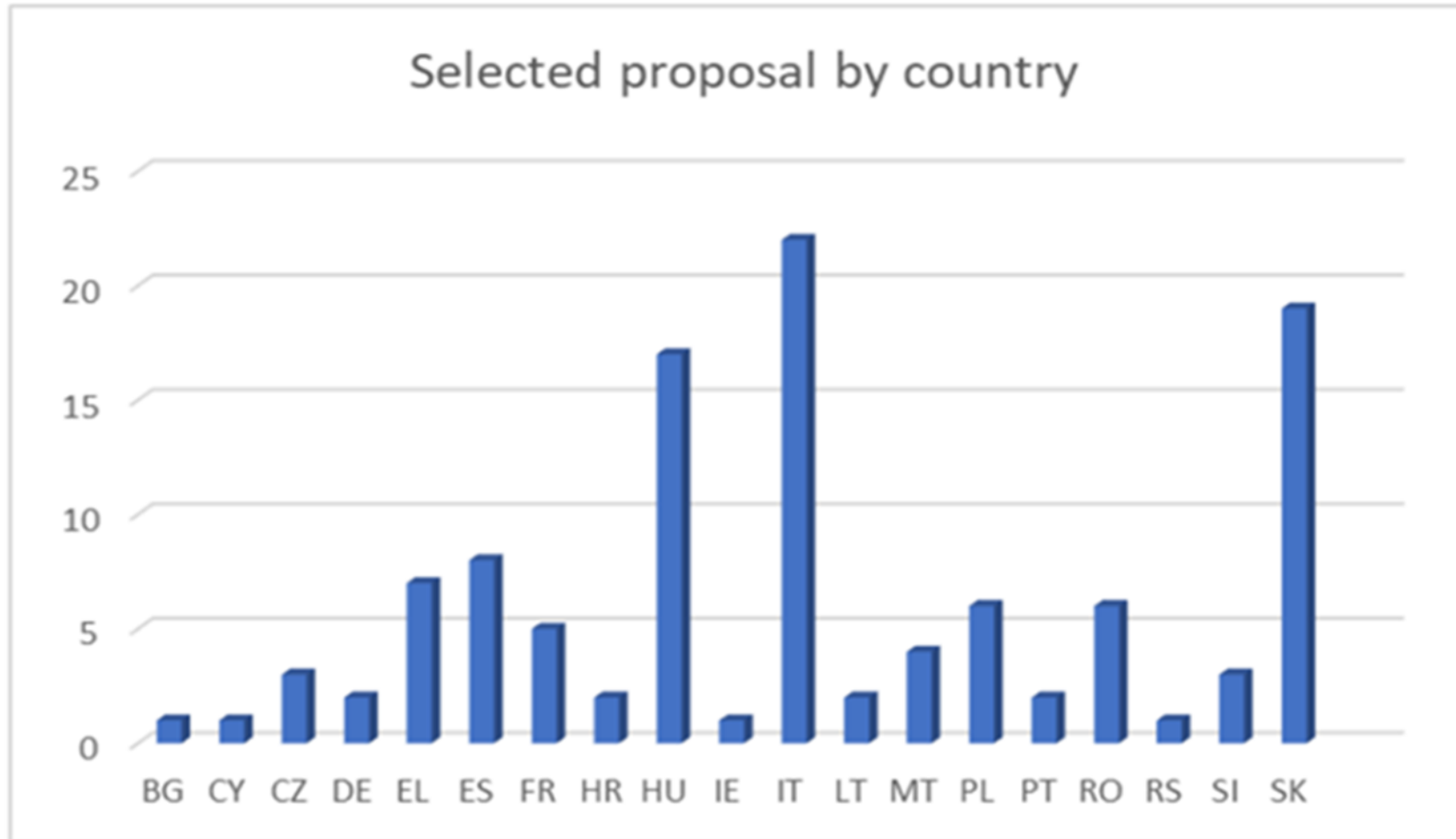
Overview of 2023 Town Twinning Call results

Marco Sioli, EACEA/B3

Town Twinning CALL 2023 - OVERVIEW

- Available budget 4,000,000 €
- 372 submitted proposals
- All proposals assessed by external experts
- 115 under signature (10 in reserve list)
- General Success rate 25%
- Average euros 34.750 +/-
- Thematic areas: cultural heritage, EU identity, solidarity and climate change. An increase in projects related to youth has also been observed.

2022 TT Call – Signed grants per country





2024 Town Twinning Call

Marco Sioli, EACEA.B3



Call Town Twinning 2024 - Priorities

Fostering **solidarity** between EU citizens, across borders, in and beyond the EU

Raising awareness of the importance of reinforcing the **European integration process** based on **solidarity and EU values**

Raising awareness on the richness of the **cultural and linguistic environment** in Europe

Fostering a **sense of belonging** to Europe by promoting the **debate on the** Europe that citizens want

+ Impact of COVID 19 and New European Bauhaus Initiative

Town Twinning CALL 2024 – Submission data

- Call Publication: **22 January 2024**
- Call opening: **09 April 2024**
- Call deadline: **Check the F&TP**
- Evaluation period: **Sept 2024 – March 2025**
- Information on evaluation results: **March 2025**
- GA Signature: **by mid-June 2025**
- Available Budget **EUR 4 000 000**

Translations available in 23
languages:

https://www.eacea.ec.europa.eu/call-proposals-town-twinning-cerv-2024-citizens-town-tt_en

Eligibility - Applicants

- Legal entities (public or private bodies) from eligible countries
- Eligible countries (EU MS – eligibility subject to signed association agreements) - [list-3rd-country-participation_cerv_en.pdf \(europa.eu\)](#)
- Public bodies or non-profit organisations: eligible if representing local authorities (a letter of support signed by a Municipality)
- Submitted by a single applicant, which should be registered in the Participant Register (PIC)

Eligibility - Other conditions

- Municipalities or other level of local authorities of **at least two eligible countries** (coordinator + at least 1 associated partner)
- Number of participants: **minimum of 50 participants** in the Town-Twinning events, of which **25 are invited international participants**
- Geographical location: **activities in eligible countries**
- Duration: from **6 to 12 months**
- Projects must comply with ethics and EU values

Types of activities related to Town Twinning

Workshops

Seminars

Conferences

Experts' meetings

Training activities

Awareness
raising activities

Data gathering

Dissemination of
good practices

Communication
tools

Use of social media

Important to keep in mind before apply for a Town Twinning

- **Gender** equality to be mainstreamed (*ad hoc slides will be presented*)
- If an activity that you want to organise will involve **children**, and you are not a municipality, a **declaration** on the respect of the child protection requirements must be provided in the proposal

What is a successful proposal?

- **Impactful:** concrete targets and results
- **Realistic** objectives
- **Responsive/engaged** coordinator
- **Originality** (a new angle)
- **Innovation** (building from past projects)
- **A variety of countries (min 2 while more is desired for a more positive assessment)**
- **Build on existing goodpractice :**
concrete multiplier effect (partner search via formerly supported projects)

Award criteria and evaluation process

Award criteria	Minimum pass score	Maximum score
Relevance	25	40
Quality — Project design and implementation	n/a	40
Impact	n/a	20
Overall (pass) scores	70	100

Maximum points: 100 points

Individual threshold for the criterion 'Relevance': 25/40 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.

CALL 2023 – what is new?

- **Increased thresholds** (min 8,455 EUR / max 50,745 EUR)
- **Revised Calculator**
- One **single WP** for one or more events (for more flexibility)
 - 1 WP = one or more events = one or more deliverables
- **Innovation** / added value (avoid similarities) included in the award criteria (in relevance)

CALL 2024 – the new calculator

<https://player.vimeo.com/video/945840222>

CERV Programme - Citizens engagement and participation strand: Town Twinning	
Estimated EU contribution	
<small>ATTENTION: The list of events has to correspond with the list of work-packages described in part B and the events listed in part C. Please use the same order!</small>	
<small>1 EVENT = 1 WORK-PACKAGE</small>	
Project title:	

Version 2023 10 19

Event (Work Package) Number	Country of the event	City	Number of International direct participants	Number of direct participants	Lump Sum (automatic)
1	Belgium	Leuven	71/85	153	EUR 20.300
2	Greece	Corinth	116/130	172	EUR 30.450
3	Spain	Cordaba	86/100	228	EUR 24.530
4					EUR 0
5					EUR 0
6					EUR 0

Total Amount

EUR 50.745

Why you should pay specific attention to gender mainstreaming in your proposal

- Attention to gender mainstreaming has an impact on the score you receive in the evaluation.
- Integrating a gender perspective in the design and implementation of your project increases the quality of your proposal
- For more information on gender mainstreaming please visit:
<https://eige.europa.eu/gender-mainstreaming>

How to make sure you integrate a gender perspective?

When you draft your proposal, please consider the questions below

Basic

- Did I conduct a **gender equality analysis** to assess my project's design, implementation and impact?

Basic

- Did I take into account **gender aspects in my needs assessment**?

Basic

- Will the data and indicators I collect and create be **disaggregated by sex**?

Basic

- Did I include in my proposal a **commitment to advance gender equality**?

Basic

- Did I include in my proposal a **commitment to monitor and report on the gender equality results achieved** by the project in the evaluation phase?

Advanced

- Do I plan to create **gender-specific indicators** to measure the project's gender equality objectives?

Adherence to EU values in CERV

“Outline measures to be taken and the policies in place to guarantee full compliance with the EU values mentioned in Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights”

Art.2 Treaty on European Union (EU values)

The Union is founded on the values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities. These values are common to the Member States in a society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality between women and men prevail.

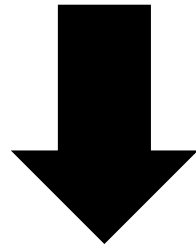
Art.21 Charter of Fundamental Rights (Non-discrimination)

Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited.

Within the scope of application of the Treaties and without prejudice to any of their specific provisions, any discrimination on grounds of nationality shall be prohibited.

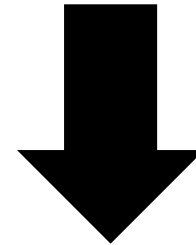
EU Values obligations applicant

Eligibility of applicant



Your organisation/institution must be compliant with EU values

Ethics and EU values (5.1 section of Part B)



Your proposal must be compliant with EU values; make sure you answer the question in part B

Q & A session

***Coffee Break* – See you in 15 minutes!**

Tips and tricks

- **First of all : DON'T PANIC**, we are here to help you 😊
- **Read** carefully the Call!
- Focus on **eligibility criteria** and **mandatory documentation** (e.g. eligible countries, letter of support, calculation etc.)
- Projects in **scope**: choose at least one specific priority
- Integrate in the proposal the **gender** mainstreaming and/or the **child** protection perspective if the activities involve minors
- Declare that your proposal is **EU Values** compliant.



Tips and tricks

- Set **realistic** objectives . Don't be overambitious
- Set **concrete targets and results** , which can have an **impact** at local and larger level
- **Clear writing** the application form
- Set a good **collaboration** among partners/ identify clearly the **activities** to be done in advance
- **Communicate!**
- Don't wait until last moment to submit
- Something not clear? **contact EACEA TT team**; check the **FAQ** section in the portal and contact the **NCP in your country**; you can get support in your own language



CHECKS AND AUDITS

- **Attention:** Although the Call TT is using Lump Sum type I financial scheme, the **consortium (coordinator and the associated partners)** must keep evidences proving that the project took place, and the events took place.
- In order to clarify the above point, the Commission published a FAQ recently : FAQ ID **35475**
- Beneficiaries must keep adequate records and other supporting documentation to prove the proper implementation of the action for at least 5 years after the balance is paid (**3 years for grants up to EUR 60 000**). Those records must be **available, verifiable, and auditable**.
- For lump projects, beneficiaries do not need to keep records of their actual costs (e.g. timesheets or invoices). There is no financial reporting, and no checks or audits of the costs incurred.
- In case of checks, reviews, audits or investigations, the beneficiaries of lump sum grants must **present adequate records and other supporting documentation to prove the proper technical implementation of the action, as detailed in Annex 1 of [the Grant Agreement](#)** (e.g. for technical documents, participation to events/seminars, publications, etc.)
- The technical documentation required for lump sum grants is the same as for all grants (i.e. there are no additional technical documents to be kept specifically for lump sum grants).

Which documents must be kept and presented in case of checks, reviews, audits or investigations of my CERV project under lump sum type I?

- Participants have to comply with financial record keeping obligations outside the grant agreement (e.g. under national law or under internal procedures).
- Art. 25 of the grant agreement
- In case of checks, reviews, audits or investigations, the beneficiaries of lump sum grants **must** present adequate records and other supporting documentation to prove the proper technical implementation of the action, as detailed in Annex 1
- Proof of events can be requested during financial analysis
 - **Lack of evidence = grant reduction**

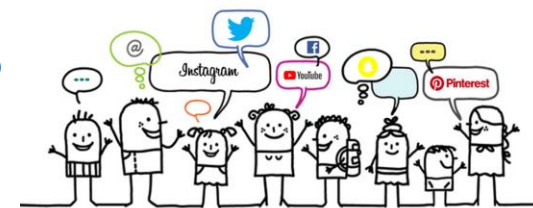
Which documents must be kept and presented in case of checks, reviews, audits or investigations of my CERV project under lump sum type I?

A non exhaustive list of proofs:

- Presence to the event: **signed** list of attendance
- Travel: boarding passes, plane/ boat/ bus tickets
- Travel by car: any proof such as toll tickets, fuel invoices etc
- Subsistence: hotel invoices; catering invoices, any other proof directly linked to the organization of the events (e.g. music instruments reservations, translations, printing invoices, publicity etc.)
- Home hospitality: declarations from hosts that international participants were housed during the event

Communication, dissemination and visibility

- Communication and dissemination activities are part of your project proposal (impact on the score you receive in the evaluation) >practical guide: <https://europa.eu/!DxdBqR>
- Issues to consider:
 - Are the activities contributing to the promotion of gender equality and non-discrimination?
 - What are the communication channels identified? Are they accessible to the general audience, in particular to people from marginalized groups?
 - Is the action likely to produce a positive multiplier effect?
 - Is the visibility of EU funding ensured?



Help beneficiaries to communicate their project

- DG JUST/EACEA newsletter: <https://ec.europa.eu/newsroom/just/user-subscriptions/1148/create>
- National Contact Points: https://ec.europa.eu/info/sites/default/files/cerv_contact_points_16may2022_1.pdf
- EU representation in their countries: https://ec.europa.eu/info/about-european-commission/contact/representations-member-states_en
- EU Direct: https://european-union.europa.eu/contact-eu/meet-us_en
- Liaise with other projects: https://european-union.europa.eu/contact-eu/meet-us_en

Q & A session

Live Poll



Join at
Slido.com
#2380 512

Closing remarks

Next event organised for this call:

- **Session on line: FAQs session - 05/09**

EACEA/B3 Citizens and EU Values

Thank you!

TT Team
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