



CERV Civil Dialogue - Online info session

**Call for proposals to promote civil society organisations'
awareness of, capacity building and implementation
of the EU Charter of Fundamental Rights
CERV-2025-CHAR-LITI**

Day 1 – 'Call conditions and submission process'
10 June 2025



Opening remarks – CERV and the CHAR-LITI Call

Srd KISEVIC – Deputy Head of Unit EACEA
'Citizens and EU Values'



CERV objectives, budget and structure

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

Supporting civil society organisations and other stakeholders active at local, regional, national and transnational level

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

2021-2027

1 550

Million Eur

Union values strand

Equality, Rights and Gender Equality strand

Citizens' engagement and participation strand

Daphne strand



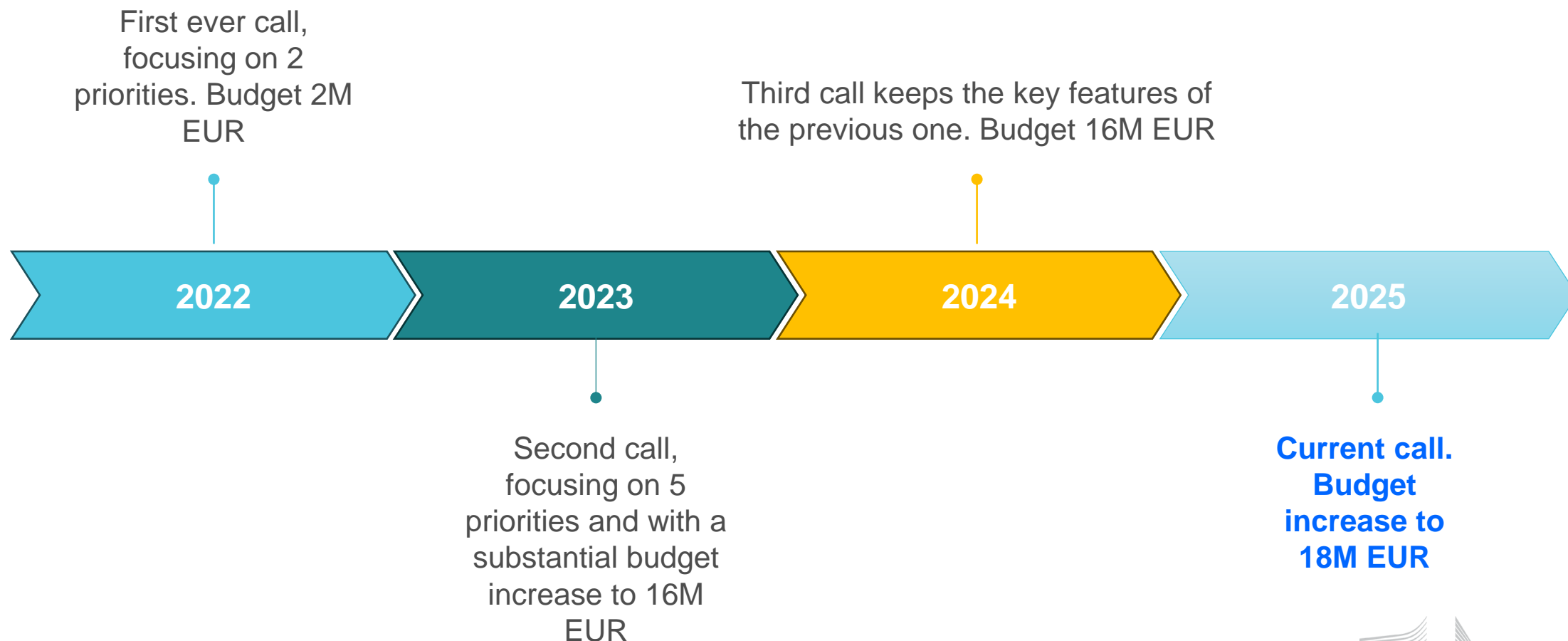
Why a specific call for proposals on the EU Charter of Fundamental Rights?



- EU Charter: Proclaimed in 2000 and came into force in 2009 (Treaty of Lisbon).
- Need to unlock the Charter's full potential.
- **2020 strategy to strengthen the application of the Charter.** One of its Pillars is: Empowering civil society organisations, rights defenders and justice practitioners
- Promote rights and values by building primarily civil society organisations capacity and awareness on the Charter and by carrying out activities to ensure that the Charter is upheld



The Charter calls: a successful uptake

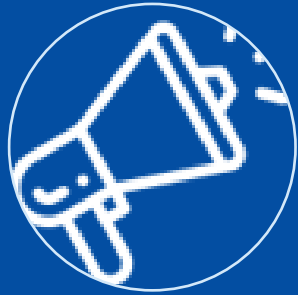




Policy priorities for the 2025 Call



**Capacity building
and awareness on
the EU Charter of
Fundamental
Rights**



**Promoting rights
and values by
empowering the
civic space**



Strategic litigation



**Combating hate
speech and hate
crime**



**Supporting an
enabling
environment for
the protection of
whistleblowers**





Main features and Eligibility conditions of the CERV-2025-CHAR-LITI Call

Cristina MARCUZZO – EACEA

Timeline



Who is eligible to apply?

- ✓ **Coordinator: non-profit private body (EU)**
- ✓ **Co-applicants:** non-profit or profit, public or private bodies (EU)
- ✓ Single applicant or consortium
- ✓ Beneficiaries must be formally established in an EU Member State (including overseas countries and territories (OCTs) !
- ✓ **Activities must take place in any of the eligible countries (as above) !**
- ✓ Applications will be considered eligible if their content corresponds wholly (or at least in part) to the topic description for which they are submitted.

Key information

- **Project duration:** between 12 and 24 months
- **Project budget:** min: **EUR 75 000 (eligibility criterion)** – max: no limit
 - **Co-financing:** the maximum funding rate is **90%**
 - **Budget-based mixed actual cost grant**
 - **Budget categories and cost eligibility rules** - see [Call document](#)

2025 Call Priorities

Each proposal must address only ONE of these Priorities:

Capacity building and awareness raising on the EU Charter of Fundamental Rights

Promoting rights and values by empowering the civic space

Strategic litigation

Protecting EU values and rights by combating hate crime and hate speech

Supporting an enabling environment for the protection of whistleblowers

Budget split per priority*:

Total Available budget : EUR 18 000 000

CERV-2025-CHAR-LITI-CHARTER	EUR 3 600 000
CERV-2025-CHAR-LITI-CIVIC	EUR 3 500 000
CERV-2025-CHAR-LITI-LITIGATION	EUR 2 400 000
CERV-2025-CHAR-LITI-SPEECH	EUR 6 000 000
CERV-2025-CHAR-LITI-WHISTLE	EUR 2 500 000

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



The submission process

Cristina MARCUZZO – EACEA

- ❖ Where to find the Call
- ❖ How to create your application
- ❖ Proposal structure

Before you create your application

(to get Participant Identification Code-PIC)

Create your EU login account

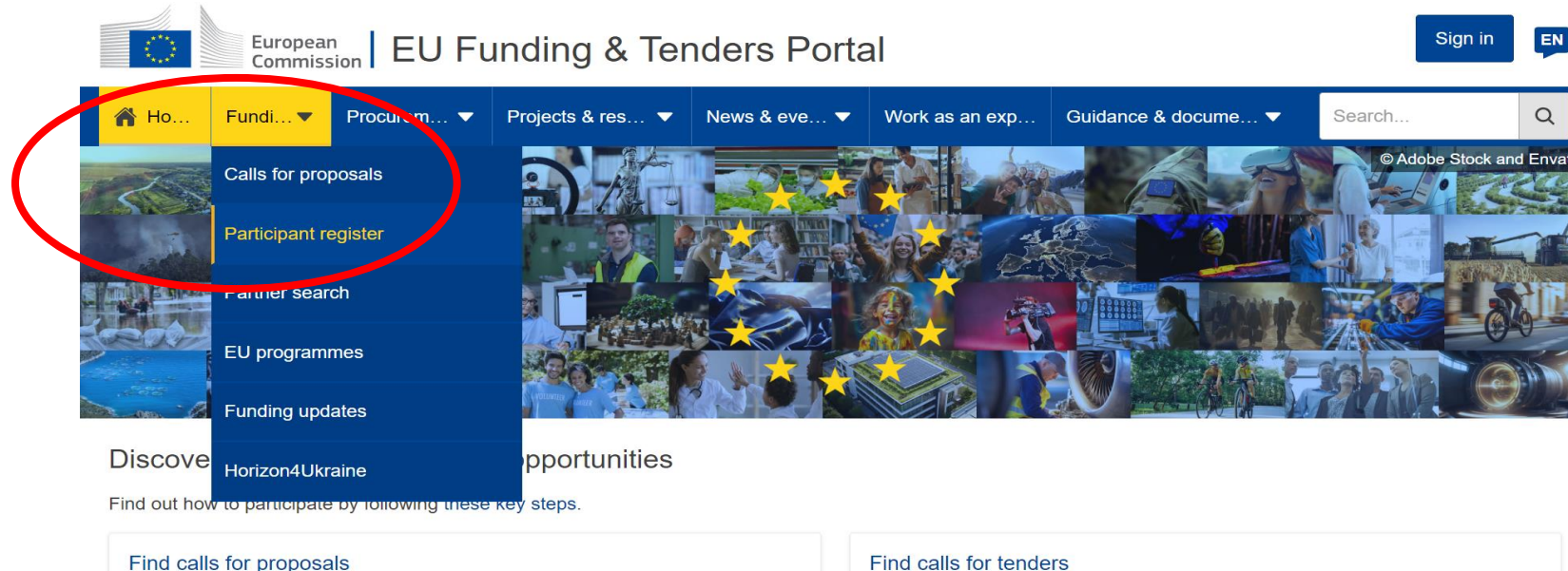
Register your organisation

Create & submit your proposal



1

2

3




Registration of an organisation (at proposal stage)

EU Funding & Tenders Portal

[Home](#) [Funding ▼](#) [Procurement ▼](#) [Projects & results ▼](#) [News & events ▼](#) [Work as an expert](#) [Guidance & documents ▼](#)

Is your organisation already registered? PIC search


Please check whether your organisation has already been registered. If so, no need to register it again.

 Find a registered organisation

Register your organisation

To register your organisation or as a natural person, you need to login into the Portal or, if you are a new user, create your account.

Check what information you need to register in the Online Manual - and keep it to hand during the registration procedure. To start registration, click on the button below.

 Register your organisation

You can suspend the registration process at any time: the data entered can be saved as draft and you can continue your registration later. To return to your registration, please log in and get into My Organisation(s) in the My Area section. Incomplete, draft registrations are automatically deleted after one year.

Additionally, for actions where the SME status is an eligibility criterion (like, e.g. the EIC Accelerator) you must also carry out the SME self-assessment.

Should your project or tender be successfully evaluated, the registered data will be verified by the Central Validation Service team before the signature of the Grant Agreement or of the Framework Contract.

How to register in the Participant Register

Participant's Register [Need help?](#)

1 2 3 4 5 6

Identification Organisation Data Legal Information Authorised Users Summary Success

Identification

Legal name * 240

Registration country * 50

Registration number 20

VAT number * 500 ☐ not applicable

[Review the Form](#) [Next](#)

Identification

(e.g. Legal name, VAT number)



Organisation data



Legal information



Authorised users

(e.g. Name, e-mail address of the self-registrant and the back-up)



Registration completed



New Participant Identification Code (PIC)
in a "declared" status

Access lost to a declared or valid PIC

Declared PIC

- In case the self-registrant left the organisation and no one has access to a declared PIC – a new PIC needs to be created and REA CVS informed

Valid PIC

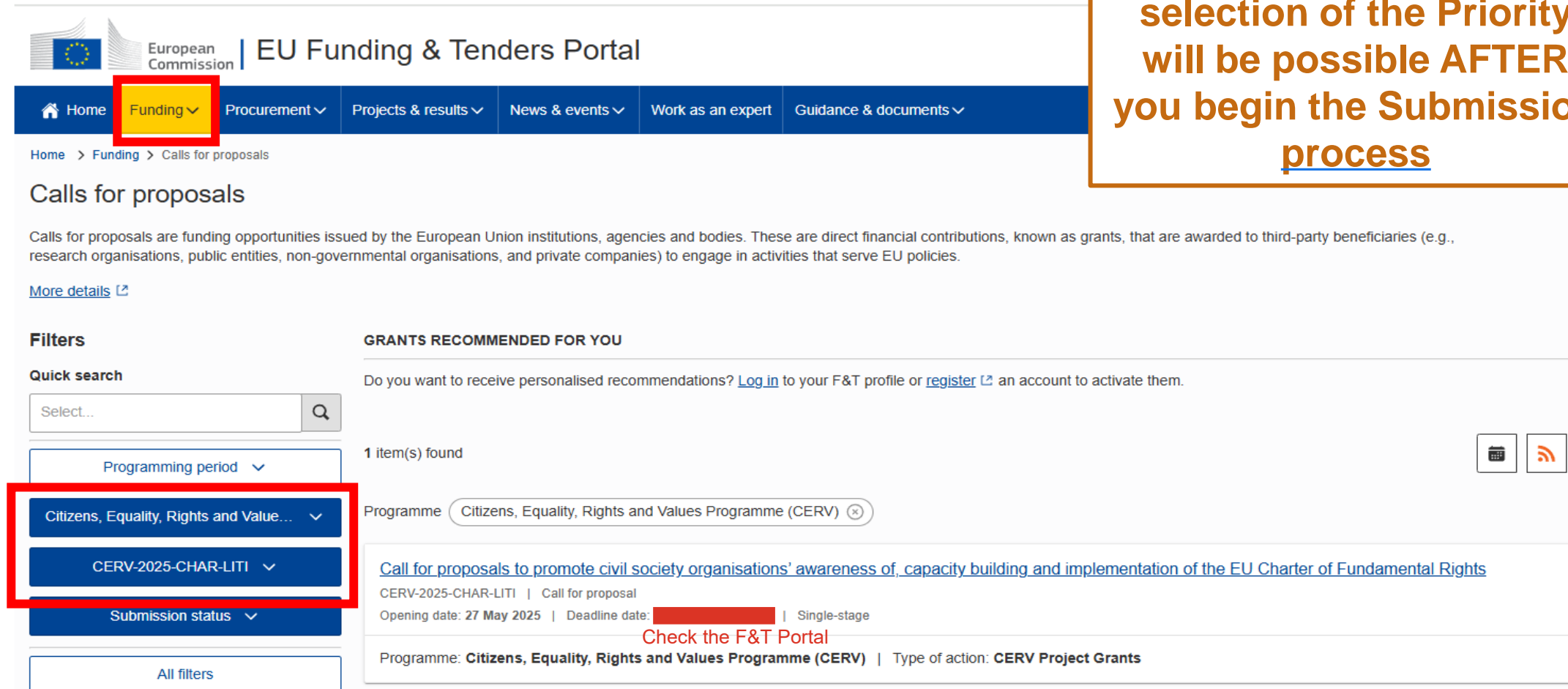
- If the LEAR is not available anymore and there are no Account Administrators, a new LEAR needs to be appointed – LEAR recovery procedure

<https://ec.europa.eu/research/participants/urf/lear-recovery/request/>

Where to find the CHAR-LITI Call

Go to the [Funding & tenders opportunities portal](#)

The CHAR-LITI Call appears under ONE Topic in the F&T Portal – The selection of the Priority will be possible **AFTER** you begin the **Submission process**



The screenshot displays the EU Funding & Tenders Portal interface. The top navigation bar includes links for Home, Funding (highlighted with a red box), Procurement, Projects & results, News & events, Work as an expert, and Guidance & documents. Below the navigation bar, the breadcrumb trail shows Home > Funding > Calls for proposals. The main heading is "Calls for proposals", followed by a descriptive paragraph and a link to "More details".

On the left, the "Filters" section includes a "Quick search" box and a "Programming period" dropdown. Below these, two filter buttons are highlighted with a red box: "Citizens, Equality, Rights and Value..." and "CERV-2025-CHAR-LITI". A "Submission status" dropdown and an "All filters" button are also visible.

The main content area is titled "GRANTS RECOMMENDED FOR YOU". It includes a prompt to log in or register for personalized recommendations. Below this, it states "1 item(s) found" and shows the selected programme as "Citizens, Equality, Rights and Values Programme (CERV)".

The search results list a call for proposals titled "Call for proposals to promote civil society organisations' awareness of, capacity building and implementation of the EU Charter of Fundamental Rights". It specifies the programme as "CERV-2025-CHAR-LITI" and the type of action as "CERV Project Grants". A red box highlights the "Opening date: 27 May 2025" and "Deadline date:" fields. A red text overlay at the bottom of the results section reads "Check the F&T Portal".

How to create your application

General information

Topic description

Conditions and documents

Partner search announcements

Submission service

Topic related FAQ

Get support

Call information



Go back

Topic conditions and documents

1. **Eligible countries:** as described in the [Call document](#).
2. **Eligibility and admissibility conditions:** as described in the [Call document](#).
3. **Proposal page limits and layout:** Please refer to Part B of the [Standard proposal template](#).
4. **Evaluation:** Evaluation criteria, scoring, threshold and process are described in the [Call document](#).
5. **Indicative timetable for evaluation and grant agreement:** as described in the [Call document](#).

[show more...](#)

Read the **Call document** carefully before starting your application

When you are ready, click on **'Start submission'**


To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the type of your submission:

☒ CERV Project Grants [CERV-PJG], CERV Action Grant Budget-Based [CERV-AG]

[Start submission](#)

How to create your application

 European Commission | Funding: Submission Service

✓ Login

✓ Topic selection


▲ Create proposal

○ Participants

○ Proposal forms

○ Submit

Create proposal

 **Deadline**
18 September 2025 17:00:00 Brussels Local Time


102 days left until closure

Call data

Call: CERV-2025-CHAR-LITI
Topic: [CERV-2025-CHAR-LITI](#)
Type of action: CERV-PJG
Type of MGA: CERV-AG

⚠ Topic and type of action can only be changed by creating a new proposal.

Download Part B templates

 [Download part B templates](#)

Support & Helpdesk

📖 Online Manual

📖 IT How To

✉ IT Helpdesk

❓ FAQ

Service Desk:

✉ EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

☎ [+32 2 29 02222](tel:+3222902222)

⚠ Please submit your proposal at the latest 48 hours before the deadline (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposal after the deadline.
You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your coordinator

PIC ⓘ *

9

Short name ⓘ *

250

Search

Organisation you have been previously associated with. (Click to select)

Your role

Please indicate your role in this proposal *

☒ Main contact

☐ Contact person

Add the Coordinator first

How to create your application

Your proposal

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym *

Enter value

20

Short Summary *

Enter value

2000

CERV Panels *



This field is **required**

How to create your application

Your proposal

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym *

Short Summary *

CERV Panels *

PRIORITY_CHARTER Capacity building and awareness raising on the EU Charter of Fundamental Rights - CHARTER

PRIORITY_CIVIC Promoting rights and values by empowering the civic space - CIVIC

PRIORITY_LITIGATION Strategic litigation - LITIGATION

PRIORITY_SPEECH Protecting EU values and rights by combating hate crime and hate speech - SPEECH

PRIORITY_WHISTLE Supporting an enabling environment for the protection of whistleblowers - WHISTLE

How to create your application

The screenshot displays the 'Funding: Submission Service' interface. At the top, a progress bar shows six steps: Login, Topic selection, Create proposal, Participants (current step), Proposal forms, and Submit. The 'Participants' section includes a 'Deadline' box (31 October 2022 10:25:00 Brussels Local Time), 'Call data' (Call, Topic, Type of action, Type of MGA), and 'Proposal data' (Acronym: Test, Draft ID: _____). A warning message states: 'Topic and type of action can only be changed by creating a new proposal.' The 'Participants' list shows 'Number of participants: 1' and a 'Reorder' button. Below this, the 'Coordinator' section is visible, with a red box highlighting the 'Add Affiliated Entity +' button. To the right, the 'Contacts' section shows 'Main contact' and an 'Add contact +' button. At the bottom, there are buttons for 'Add Partner +', 'Add Associated partner +', 'SAVE', 'SAVE AND GO TO NEXT STEP', and 'NEXT'. A blue box with arrows pointing to the 'Add Affiliated Entity +' button and the 'Add Partner +' and 'Add Associated partner +' buttons contains the text: 'Add other Partners, Affiliated entities and Associated partners (if any)'.

European Commission | Funding: Submission Service

Welcome [User Name]

Progress bar: Login, Topic selection, Create proposal, **Participants**, Proposal forms, Submit

Participants

Deadline
31 October 2022 10:25:00 Brussels Local Time

Call data
Call:
Topic:
Type of action:
Type of MGA:
Warning: Topic and type of action can only be changed by creating a new proposal.

Proposal data
Acronym: Test
Draft ID: _____

Support & Helpdesk
Online Manual | IT How To
IT Helpdesk | FAQ
Service Desk: EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

Participants
In this step, the coordinator can manage and review the participants.
Note: The changes will be applied only after you click the "Save Changes" button.

Number of participants: 1 | Reorder

Coordinator
Add Affiliated Entity +

Contacts
Add contact +
Main contact

Change organisation | Contact organisation

Add Partner + | Add Associated partner +

SAVE | SAVE AND GO TO NEXT STEP | NEXT

Add other Partners, Affiliated entities and Associated partners (if any)

Consortium composition

- ❑ **Core project participants:** Coordinator and other beneficiaries sign GA and Accession forms, must collectively together contribute to a successful implementation of the project (i.e. implement their part of the action properly, comply with their own obligations, etc.). Charge costs to the grant.
- ❑ **Affiliated entities:** Entities with a legal or capital link to a beneficiary (which is neither limited to the action nor established for the sole purpose of its implementation). They implement parts of the action tasks and are allowed to charge costs directly to the grant (art. 8 GA).
- ❑ **Associated partners:** May implement action tasks, but in contrast to affiliated entities they do not need to have a capital or legal link to a beneficiary and cost incurred by associated partners can NOT be declared as eligible cost (art. 9.1 GA).

How to create your application

Proposal forms

Deadline
18 September 2025 17:00:00 Brussels Local Time
102 days left until closure

Call data
Call: CERV-2025-CHAR-LITI
Topic: CERV-2025-CHAR-LITI
Type of action: CERV-PJG
Type of MGA: CERV-AG
⚠ Topic and type of action can only be changed by creating a new proposal.

Proposal data
Acronym: TEST
Draft ID: SEP-211178756

Download Part B templates
Download part B templates

Support & Helpdesk
Online Manual IT How To
IT Helpdesk FAQ
Service Desk:
EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

ⓘ In this step you can edit the Administrative Forms and upload the proposal and its annexes. You may return to this step from the 'My Proposals' section of the Funding & Tenders Portal. Submit your proposal as early in the process as possible - you can update and resubmit an improved version many times before the call closure. Submitting a proposal will overwrite any previous versions of this same proposal - this process is irreversible. Any changes made to the proposal will not be available to the European Commission service unless resubmitted before the call closure.

⚠ Your proposal contains changes that have not yet been submitted.

Part A **Part C**
Administrative forms (Part A)

Edit forms Edit Part C (KPI) View history Print preview

Part B and Annexes
In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B *	Mandatory annex	Upload
CVs		Upload
Annual activity reports		Upload
List of previous projects		Upload
Child protection policy		Upload
Letters of support		Upload
Other annexes		Upload

Supporting documents

< BACK TO PARTICIPANTS LIST VALIDATE SUBMIT

Part A - Overview

Call: CERV-2025-CHAR-LITI

(Call for proposals to promote civil society organisations' awareness of, capacity building and implementation of the EU Charter of Fundamental Rights)

Topic: CERV-2025-CHAR-LITI

Type of Action: CERV-PJG
(CERV Project Grants)

Proposal number: 101259771

Proposal acronym: TEST CHARTER 1

Type of Model Grant Agreement: CERV Action Grant Budget-Based

Table of contents

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Other questions	Show

How to fill in the forms

The forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the forms are pre-filled based on the steps in the submission wizard.



1. Part A - General Information

Application forms

Proposal ID 101259771

Acronym

1 - General information

?

Field(s) marked * are mandatory to fill

Topic CERV-2025-CHAR-LITI

Type of Action CERV-PJG

Call CERV-2025-CHAR-LITI

Type of Model Grant Agreement CERV-AG

Acronym * *Acronym is mandatory*

Proposal title * *Max 200 characters (with spaces). Must be understandable for non-specialists in your field.*

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Language

English

Duration in months

18

Free keywords

Charter

Priorities

Strategic litigation - LITIGATION

Abstract *

?

Short summary (max. 2,000 characters, with spaces) to clearly explain:

*the objectives of the proposal
how they will be achieved
their relevance to the work programme.*

Will be used as the short description of the proposal in the evaluation process and in communications with the programme management committees and other interested parties.

Do not include any confidential information.

Use plain typed text, avoiding formulae and other special characters.

If the proposal is written in a language other than English, please include an English version of this abstract in the Technical Annex section.

IMPORTANT! The priority here should be the same as the first screen. Please DO NOT change it.

Part A - Budget table

No.	Name of beneficiary	Country	Role	Personnel costs - without volunteers EUR	Personnel costs volunteers EUR	Subcontracting costs EUR	Purchase costs - Travel and subsistence/ EUR	Purchase costs - Equipment EUR	Purchase costs - Other goods, works and services EUR	Financial support to third parties/ EUR	Indirect costs EUR	Total eligible costs EUR	Ineligible costs/ EUR	Total estimated project costs and contributions EUR	Funding rate	Maximum EU contribution to eligible costs EUR	Requested EU contribution to eligible costs EUR	Max grant amount EUR	Income generated by the project EUR	In kind contributions EUR	Financial contributions EUR	Own resources EUR	Total estimated project income/ EUR
1	Janiszon Tomasz Janisz	PL	Coordinator	0	0	0	0	0	0	0	0.00	0.00	0	0.00	90	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Total				0	0	0	0	0	0	0	0.00	0.00	0	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00




The EU grant applied for cannot be lower than EUR 75 000

[AGA — Annotated Grant Agreement](#)

Part A

- **Participants:** most information are pre-filled from the first screens and read-only here. Please add here information related to the Department (if applicable)
- **Other questions:** not applicable for this Call - no need to add anything

Other useful information to navigate the Forms Part A:

- You may click the **VALIDATE** button to check your data. Errors and warnings will be listed at the end of the form. Error fields will be highlighted in red, whereas warnings will be highlighted in yellow. Pay attention to warnings in yellow, as they may point to eligibility issues.
- When filling the form, if you need a clarification about a section you can click on the question mark buttons  to see a text explaining about what to provide for that field/section.

Part B

Max 70 pages! **Excess pages will be made invisible**

Other requirements:

- ❖ minimum font size — Arial 9 points
- ❖ page size: A4
- ❖ margins (top, bottom, left and right): at least 15 mm (not including headers & footers)
- ❖ do not use hyperlinks to show information that is an essential part of your application.

TABLE OF CONTENTS

ADMINISTRATIVE FORMS (PART A).....	3
TECHNICAL DESCRIPTION (PART B).....	4
COVER PAGE	4
PROJECT SUMMARY.....	5
1. RELEVANCE	5
1.1 Background and general objectives	5
1.2 Needs analysis and specific objectives	5
1.3 Complementarity with other actions and innovation — European added value.....	5
2. QUALITY	6
2.1 Concept and methodology	6
2.2 Consortium set-up	6
2.3 Project teams, staff and experts.....	6
2.4 Consortium management and decision-making.....	7
2.5 Project management, quality assurance and monitoring and evaluation strategy	7
2.6 Cost effectiveness and financial management	8
2.7 Risk management.....	8
3. IMPACT	8
3.1 Impact and ambition	8
3.2 Communication, dissemination and visibility	9
3.3 Sustainability and continuation.....	9
4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING.....	10
4.1 Work plan	10
4.2 Work packages, activities, resources and timing	10
<i>Work Package 1</i>	11
<i>Work Package</i>	14
<i>Staff effort (n/a for Lump Sum Grants)</i>	14
<i>Subcontracting (n/a for prefixed Lump Sum Grants)</i>	15
<i>Timetable</i>	16
5. OTHER	18
5.1 Ethics and EU values.....	18
5.2 Security	18
6. DECLARATIONS.....	18
ANNEXES.....	20

3. Part C (KPI)

Citizens, Equality, Rights and Values Programme (CERV)

Type of project and thematic area

Type of project (main activity):

- ☐ Mutual learning and exchange of good practices
- ☐ Training
- ☐ ICT tools

- ☐ Awareness raising, information and dissemination
- ☐ Analytical activities

Please add at least one item.

Select one as per the main activity type of your project (even if there are several)

Output, result and impact indicators

Persons reached

Number of persons reached:

Number of persons participating in mutual learning and exchange of good practices activities:

Male *

###,###,###

This is a mandatory field.

Female *

###,###,###

This is a mandatory field.

Non-binary *

###,###,###

This is a mandatory field.

TOTAL: 0

Number of persons participating in awareness raising, information and dissemination activities:

Male *

###,###,###

This is a mandatory field.

Female *

###,###,###

This is a mandatory field.

Non-binary *

###,###,###

This is a mandatory field.

TOTAL: 0

Number of persons participating in training activities:

Male *

###,###,###

This is a mandatory field.

Female *

###,###,###

This is a mandatory field.

Non-binary *

###,###,###

This is a mandatory field.

TOTAL: 0

Fill in with estimates of numbers of persons reached

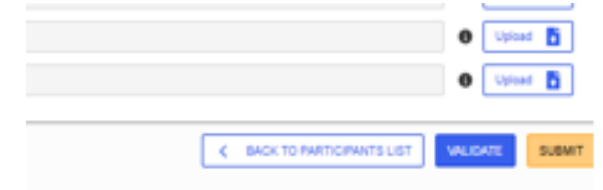
Final checks before submitting!

Please make sure your application respects the:

- ❖ **Eligibility criteria** (see section 6 Call document and slides 11 and 12)
- ❖ **Admissibility criteria:**
 - Proposals must be submitted **before the call deadline and electronically** via the Funding & Tenders Portal Electronic Submission System;
 - using the forms provided **inside** the Submission System;
 - proposals must be **complete** and contain all the requested information and all required annexes (Part A, Part B – 70 pages, Part C). The inclusion of the Supporting documents listed in Section 5 of the Call document is strongly encouraged.

Additionally:

- ❖ Make sure that the entities included in Part A match those presented in Part B of the proposal and that their role is clear;
- ❖ Make sure the budget figures in Part A match those presented in the Resources tables per Work Package that you **HAVE TO** fill in in Part B;
- ❖ Make sure your proposal is complete – missing sections may have an impact on the score

A screenshot of a web application interface for document submission. It features two input fields, each with an 'Upload' button and a file icon. Below these, there are three buttons: a blue button with a left arrow and the text 'BACK TO PARTICIPANTS LIST', a blue button labeled 'VALIDATE', and an orange button labeled 'SUBMIT'.

Retrieve your proposal

To access a previously saved draft proposal form, take following steps: In the Funding & Tenders Portal, click on the **Actions** button next to the proposal and select **Edit Draft**. You may also modify an already submitted proposal, **but only until the deadline**.

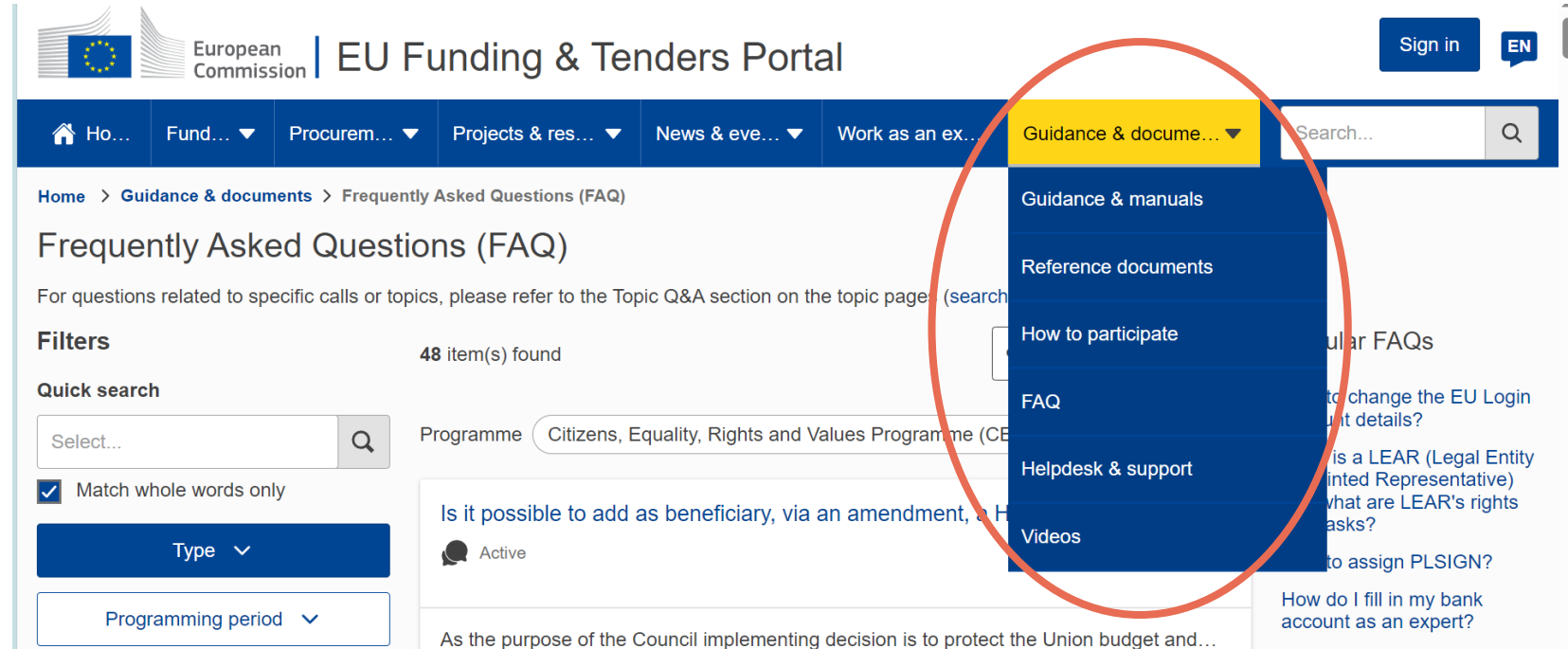
The screenshot displays the 'Proposals' section of the Funding & Tenders Portal. The top navigation bar includes links for Home, Funding, Procurement, Projects & results, News & events, Work as an expert, and Guidance & documents. A search bar and notification icons are on the right. The left sidebar contains a menu with options like My profile, Content centre, My organisations, Formal notifications (50), PCM register, NCPM register, Grants centre, **Proposals** (selected), Projects, Procurement centre, Audits centre, Other projects, and Interventions.

The main content area shows a table of proposals. The table has the following columns: PROGRAMME, CALL, TYPE OF ACTION, PROPOSAL ID, ACRONYM, STATUS, REMAINING TIME, CLOSURE DATE (Brussels time), and ACTIONS. The first two rows show 'Draft' status proposals with a remaining time of 161 days and a closure date of 30/04/2025 17:00:00. The third row shows a 'Submitted' proposal with a remaining time of 'Closed' and a closure date of 31/07/2024 10:25:00. The fourth row shows a 'Submitted' proposal with a remaining time of 'Closed' and a closure date of 31/10/2022 10:35:00. The fifth row shows a 'Final' proposal with a remaining time of 'Closed' and a closure date of 31/10/2022 10:35:00. The sixth row shows a 'Final' proposal with a remaining time of 'Closed' and a closure date of 31/10/2022 10:35:00. The seventh row shows a 'Final' proposal with a remaining time of 'Closed' and a closure date of 19/10/2021 11:53:02.

The 'ACTIONS' column for the second draft proposal is highlighted with a red box, and the 'Edit Draft' option is selected.

PROGRAMME	CALL	TYPE OF ACTION	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
					Draft	161	30/04/2025 17:00:00	Actions
					Draft	161	30/04/2025 17:00:00	Edit Draft Delete Proposal
					Submitted	Closed	31/07/2024 10:25:00	
						Closed	31/10/2022 10:35:00	Actions
					Final	Closed	31/10/2022 10:35:00	Actions
						Closed	31/10/2022 10:35:00	Actions
					Final	Closed	19/10/2021 11:53:02	Actions

Help



- [Helpdesk & support on the F&T](#)
- [Online manual](#)
- [National Contact Points](#)
- EACEA-CERV@ec.europa.eu → put “CHAR-LITI” in the subject of your email
- [Citizens, Equality, Rights and Values programme webpage](#)

Reference documents

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents>

- CERV Regulation
- Work Programme
- Standard application form (in pdf)
- Model grant agreement and contract
- Reporting templates

The screenshot displays the 'EU Funding & Tenders Portal' interface. At the top, the European Commission logo and the portal title are visible. A navigation bar includes links for Home, Funding, Procurement, Projects & results, News & events, Work as an expert, and Guidance & documents. The 'Guidance & documents' menu is expanded, showing options like Guidance & manuals, Reference documents (highlighted with a red box), How to participate, FAQ, Helpdesk & support, and Videos. Below the navigation bar, the breadcrumb trail reads 'Home > Guidance & documents > Reference documents'. The main heading is 'Reference documents'. A 'Filters' section on the left contains two dropdown menus: '2021 - 2027' and 'Citizens, Equality, Rights and V...' (both highlighted with red boxes). To the right, the 'Programme' filter is set to 'Citizens, Equality, Rights and Values Programme (CERV)'. The 'Grants' section states: 'This page includes reference documents of the programmes managed by the Commission and the Commission work programmes up to model grant agreements and the reference documents.' The 'Procurement' section states: 'Reference Documents related to tendering opportunities are published here.' A search bar with a magnifying glass icon and the text 'Filter...' is located below the sections. At the bottom right, a list of links is displayed: 'Legislation', 'Work programme & call documents', 'Grant agreements and contracts', 'Simplified cost decisions', 'Guidance', 'Templates & forms', 'Experts lists', and 'Funding & Tenders Portal'.

Tips in brief

- ✓ In line with one of the policy priorities with a clear focus
- ✓ Realistic objectives and relevance to participating organisations & target groups
- ✓ Concrete targets and expected results
- ✓ Well established methodology
- ✓ Consistent with realistic project objectives, methodology, activity and budget
- ✓ Strong partnership (if in consortium)
- ✓ Realistic and sustainable results – visibility and media coverage
- ✓ The coordination and management costs of WP1 should not be higher than 10% of the total cost of the proposal.

Tips in brief

- Have the **project idea** firmly in mind before starting to complete the application
- **Take time** to understand how the application is structured
- Be sure your **project fits** into the CHAR-LITI objectives and priorities
- Ensure that **partner involvement** (work packages and budget) has been fully discussed and agreed
- Allow time for **drafting** and **reviewing** and **redrafting**
- Avoid editing the proposal with more than one user from your organisation at the same time

Suggestions to prepare with your partners (if consortium)

- ✓ Be familiar with partners' profile for a proper project implementation
- ✓ Partners who provide low quality input to the drafting of application might not provide high quality input into the project
- ✓ Make sure that your partners are ready to implement the project if selected
- ✓ Clarify the number & dates & venues of meetings in advance
- ✓ Make sure you have an adequate project team for implementation
- ✓ Consortium agreement

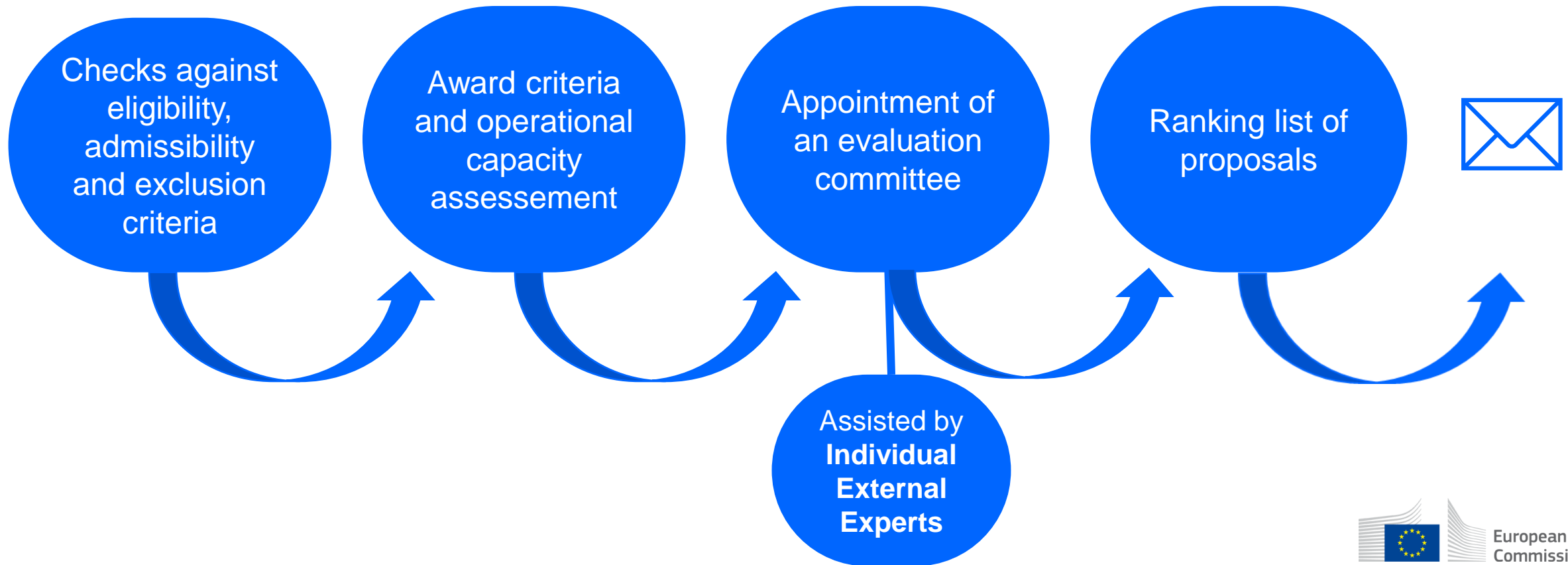


The Evaluation process

- The award criteria
- Ethics and EU values

Maité VANWESEMAEL – EACEA

The evaluation process



Award criteria – Scoring (100 points)

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

Award criteria – Relevance (40 points)

- **Relevance** to the priorities and objectives of the call
- Robust **needs assessment**
- Clearly defined **target group**
- Contribution to the **EU strategic and legislative context**
- **European/transnational dimension**
- Potential to develop **mutual trust and cross-border cooperation**
- Transfer of **good practices**
- Potential **synergies** and avoidance of duplication

Award criteria – Quality (40 points)

- **Clarity and consistency** of the project
- **Methodology** for implementation
- Consortium and project teams operational capacity
- Organisation of work, allocation of resources and time schedule
- **Ethical issues**
- **Financial feasibility** and;
- **Cost-effectiveness**

Award Criteria – Impact (20 points)

- Ambition and expected short, medium and long-term **impact** of results **on target groups/public**
- **Communication and Dissemination** strategy
- Positive **multiplier effect**
- Long-term impact and **sustainability**

Ethics and EU values

- Section 5.1 of the Part B of the application form
 - Gender and non-discrimination mainstreaming
 - Privacy/data protection issues
 - Children protection
 - Adherence to EU values

5. OTHER

5.1 Ethics and EU values

Ethics and EU values

Describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender and non-discrimination mainstreaming in the project cycle. This means integrating gender equality and non-discrimination considerations in the design, implementation, monitoring and evaluation of project activities. Projects activities should be pro-active and contribute to the equal empowerment of women and men, girls and boys, in all their diversity, and ensure that they achieve their full potential, enjoy the same rights and opportunities. Gender and non-discrimination mainstreaming are a key mechanism for achieving gender equality and combating multiple and intersecting discrimination. In the delivery of project activities gender mainstreaming shall be ensured by systematically monitoring access, participation, and benefits among different genders, and by incorporating remedial action that redresses any gender inequalities and discriminatory effects in implementation of planned activities. The activities shall also seek to reduce levels of discrimination suffered by particular groups (as well as those at risk of multiple discrimination) and to improve equality outcomes for individuals.

If your project has a direct or indirect impact on children and their rights, indicate it clearly here. Make sure that your project is based on a child rights approach, i.e. that all the rights of the EU Charter of Fundamental Rights and the United Nations Convention on the Rights of the Child (UNCRC) and the Optional protocols, are promoted, respected, protected and fulfilled. The project should address children as rights holders and should ensure their participation in the design and implementation of the project. If you will have direct contacts with children you will have to provide a child protection policies in line with the [Keeping Children Safe Child Safeguarding Standards](#).

Explain how you intend to address privacy/data protection issues related to data collection, analysis and dissemination.

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.

Gender and nondiscrimination mainstreaming

Projects must seek to:

- promote **gender equality and non-discrimination mainstreaming**
- contribute to the **equal empowerment** of women and men. They should also seek to **reduce levels of discrimination** suffered by particular groups (as well as those at risk of multiple discrimination) and to **improve equality outcomes** for individuals.
- integrate gender and non-discrimination considerations and target a gender-balanced representation in project teams and activities. → data collected should be broken down by sex (sex-disaggregated data), disability or age **whenever possible**.

Gender mainstreaming

Must also be addressed under the following award criteria:

Criterion 1: Relevance:

Include a gender perspective in the **needs assessment**.

Make sure gender sensitive aspects are taken into account in the choice and definition of the **target groups**

Criterion 2: Quality

Take into account gender perspective in the design of the **methodology**

Integrate the gender perspective in the **monitoring and evaluation strategy**

Criterion 3: Impact

If relevant, explain if the results of the projects would help to promote gender quality

Make sure the **dissemination strategy** is sensitive to the target audience's gender

Resources for your consideration



[Gender Mainstreaming Toolkit](#)

[Gender statistics and indicators](#)

[Gender evaluation](#)

[Gender monitoring](#)

[Gender analysis](#)

[Gender awareness-raising](#)

Children protection

Child rights approach !

Children's perspective → the project should address children as rights holders and should ensure their participation in the design and implementation of the project.

If you will have direct contacts with children → **Child Protection Policy** → [Keeping Children Safe Child Safeguarding Standards.](#)

Child protection policy

General principles

The Standards are based on the following set of principles:

- All children have equal rights to protection from harm
- Everybody has a responsibility to support the protection of children
- Organisations have a duty of care to children with whom they work, are in contact with, or who are affected by their work and operations
- If organisations work with partners they have a responsibility to help partners meet the minimum requirements on protection
- All actions on child safeguarding are taken in the best interests of the child which are paramount.

Standard 1 **Policy**

The organisation develops a policy that describes how it is committed to preventing and responding appropriately to, harm to children.

Standard 2 **People**

The organisation places clear responsibilities and expectations on its staff and associates and supports them to understand and act in line with these.

Standard 3 **Procedures**

The organisation creates a child-safe environment through implementing child safeguarding procedures that are applied across the organisation.

Standard 4 **Accountability**

The organisation monitors and reviews its safeguarding measures.

Adherence to EU values

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.

Article 21 of the EU Charter of Fundamental Rights

...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.

Article 2 of the Treaty on the European Union

...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...



Financial aspects

Serena IANNIELLO – EACEA

Budget Categories

- A. Personnel Costs
- B. Subcontracting Costs
- C. Purchase Costs
- D. Other Costs Categories
- E. Indirect Costs

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

A.2 and A.3 Costs for natural persons working under a direct contract other than an employment contract and, costs for seconded persons by a third party against payment are eligible as personnel costs if:

(a) they work under conditions similar to those of an employee

and

(b) the result of the work belongs to the beneficiary (unless agreed otherwise).

A.4 The work of SME owners and natural person beneficiaries may be declared as personnel costs

This budget category covers the costs of two types of persons:

- Persons who are directly owners or co-owners (regardless of their percentage of ownership) of the beneficiary, if the beneficiary is an SME and the person is not an employee of the beneficiary.
- Beneficiaries who are natural persons; i.e. who signed the Grant Agreement on her/his own name as individuals, not on behalf of another legal person (e.g. a company).

A.5 The work of volunteers for the action (i.e. persons who freely work for an organisation, on a non-compulsory basis and without being paid)

The total costs declared under this category:

- may not exceed the maximum amount for volunteers for the action (which corresponds to 50% of the total (ineligible and eligible) project costs and contributions estimated in the proposal)
- may not exceed the maximum amount for volunteers for each beneficiary set out in Annex 2a
- may not make the maximum EU contribution to costs higher than the total eligible costs without volunteers.

Volunteers (Decision C(2019)2646²)

Type: unit costs

Units: days spent working on the action

Amount per unit (daily rate):

Country	Daily rate in €
Denmark, Ireland, Luxembourg, Netherlands, Austria, Sweden, Liechtenstein, Norway	157
Belgium, Germany, France, Italy, Finland, United Kingdom, Iceland	131
Czech Republic, Greece, Spain, Cyprus, Malta, Portugal, Slovenia	78
Bulgaria, Estonia, Croatia, Latvia, Lithuania, Hungary, Poland, Romania, Slovakia	47
Australia, Canada, Hong King, Israel, Japan, Kuwait, Macao, New Zealand, Qatar, United Arab Emirates, United States of America, Switzerland.	92
Albania, Angola, Antigua and Barbuda, Argentina, Barbados, Bosnia and Herzegovina, Brazil, Chile, Colombia, Comoros, Cook Islands, Dominica, Gabon, Grenada, Ivory Coast, Former Yugoslav Republic of Macedonia, Kosovo, Lebanon, Libya, Mexico, Montenegro, Nigeria, Peru, Saint Kitts And Nevis, Saint Lucia, Saint Vincent And the Grenadines, Sao Tome and Principe, Serbia, Seychelles, Thailand, Türkiye, Ukraine, Uruguay, Venezuela, Zambia, Zimbabwe	45
Afghanistan, Azerbaijan, Bahamas, Bolivia, Burkina Faso, Cameroon, China, Congo, Costa Rica, Djibouti, Dominican Republic, Ecuador, El Salvador, Georgia, Guatemala, Guinea-Bissau, Haiti, Iran, Iraq, Jamaica, Jordan, Kazakhstan, Kenya, Micronesia, Morocco, Mozambique, Namibia, Palestine,	32
Panama, Papua New Guinea, Paraguay, Senegal, South Africa, Surinam, Swaziland, Russia, Trinidad and Tobago, Vanuatu	
Algeria, Armenia, Bangladesh, Belarus, Belize, Benin, Bhutan, Botswana, Myanmar, Burundi, Cambodia, Cape Verde, Central African Republic, Chad, Congo – Democratic Republic of the-, Cuba, Korea (DPR), Egypt, Eritrea, Ethiopia, Equatorial Guinea, Fiji Island, Gambia, Ghana, Guinea, Guyana, Honduras, India, Indonesia, Kiribati, Kyrgyzstan, Laos, Lesotho, Liberia, Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Moldova, Mongolia, Nauru, Nepal, Nicaragua, Niger, Niue, Pakistan, Palau, Philippines, Rwanda, Samoa, Sierra Leone, Solomon, Somalia, South Sudan, Sri Lanka, Sudan, Syria, Tajikistan, Tanzania, Timor-Leste – Democratic Republic of, Togo, Tonga, Tunisia, Turkmenistan, Tuvalu, Uganda, Uzbekistan, Vietnam, Yemen	17

B. Subcontracting Costs

- Subcontracting concerns the implementation of ‘action tasks’, i.e. parts of the project tasks that have been outsourced
- Coordination tasks **cannot be subcontracted**
- Rules to apply for the award of contracts:
 - best value for money (or if appropriate the lowest price)
 - ensure there are no conflicts of interests between your organisation and the company providing you the service

Subcontracting (Article 6.2.B) ≠ Implementation contracts (Article 6.2.C)

Can we hire contractors from outside of the EU?

Article 6 - Eligible and ineligible costs

To be eligible all costs must meet the eligibility conditions set out in Article 6, and in particular they must comply with the applicable national law on taxes, labour and social security (..).

Article 11 — Proper implementation of the action

The beneficiaries must implement the action (...) in compliance with the provisions of **the Agreement**, the **call conditions** and all legal obligations under applicable EU, international and national law.



Proposals must relate to activities taking place in the eligible countries (EU member States and OCTs).

C. Purchase costs

C.1 Travel & Subsistence:

Travel

Accommodation

Subsistence

C.2 Equipment

C.3 Other goods, works and services



C.1 Travel and subsistence costs:

This budget category covers travels needed for the action, broken down in the following subcategories:

- Travel
- Accommodation
- Subsistence

[Commission Decision of 12 January 2021](#) (amended on 31 July 2024)

*for land travel within EU countries (50 – 399 km for all countries and 400 – 600 km where relevant) *:*

Country	Unit costs in € 50 – 399 km	Unit costs in € 400 – 600 km	Country	Unit costs in € 50 – 399 km	Unit costs in € 400 – 600 km	Country	Unit costs in € 50 – 399 km	Unit costs in € 400 – 600 km
AT	65		FI	38	96	PL	21	52
BE	58		FR	72	180	PT	44	
BG	13		HR	39		RO	18	
CZ	28		HU	29		SE	56	141
DE	64	157	IE	41		SI	35	
DK	83		IT	52	129	SK	22	
EE	20		LT	29				
EL	39		LV	17				
ES	53	133	NL	61				

for land travel between EU countries (50 – 399 km for all countries/400 – 600 km where relevant)*:

MS	AT	BE	BG	CZ	DE	DK	EE	EL	ES	FI	FR	HR	HU	IT	LT	LU	LV	NL	PL	PT	RO	SE	SI	SK
AT				72	104/ 260						93	84	85	80/ 200					85		85		68	72
BE					136/ 340						136/ 340					76		136						
BG							54					81	59								38			
CZ	72				64/ 160						93	81	76						48/ 120		43		54	44
DE	104/ 260	136/ 340		64/ 160		108/ 270					136/ 340	95		108/ 270		136/ 340		100/ 250	96/ 240				95	
DK					108/ 270													111				96/ 240		
EE															50		44							
EL			54																					
ES											136/ 340									64/ 160				
FI																						96/ 240		
FR	93	136/ 340		93	136/ 340				136/ 340					136/ 340		132/ 330		132/ 330						
HR	84		81	81	95								68	68/ 170							68		54	
HU	85		59	76								68		73					59		52		52	56
IT	80/ 200				108/ 270						136/ 340	68/ 170	73										56/ 140	
LT							50										56		45					
LU		76			136/ 340						132/ 330							108						
LV							44								56				45					
NL		136			100/ 250	111					132/ 330					108								
PL	85			48/ 120	96/ 240								59		45		45				45			52/ 130
PT									64/ 160															
RO	85		38	43								68	52						45					47
SE						96/ 240				96/ 240														
SI	68			54	95							54	52	56/ 140										54
SK	72			44									56						52/ 130		47		54	

For travel of 50-399 km not covered in this table the unit cost to apply is EUR 245.

for travel of 400 km or more (air or rail or combined air/rail):*

Distance Band	Unit costs in €	Distance Band	Unit costs in €	Distance Band	Unit costs in €
400-600	245	1601-2000	369	4501-6000	796
601-800	261	2001-2500	429	6001-7500	900
801-1200	276	2501-3500	541	7501-10000	1 201
1201-1600	288	3501-4500	659	10001-Max	1 376

All distances to be measured using the [rail calculator](#) or [flight calculator](#).

special rates:

for travel from EU countries to EU outermost regions or OCTs:

Remote region	Unit costs in €	Remote region	Unit costs in €	Remote region	Unit costs in €
Aruba	1 343	French Guiana	905	Saint Helena	2 395
Bonaire	1 344	Martinique	958	Saint Martin	939
Curaçao	1 302	Mayotte	1 170	Saint Pierre and Miquelon	1 832
French Polynesia	2 204	New Caledonia	2 065	Wallis and Fotuna	2 398
Greenland	1 118	Réunion	1 040		
Guadeloupe	801	Saba	1 286		

for travel to/from location 400 km or more from a primary airport (e.g. certain regions in Finland): increase applicable unit cost by 50%

for land travel between EU countries and certain third countries (50 – 399 km for all countries and 400 – 600 km where relevant)*:

<i>Connection</i>	Unit costs in € 50–399 km	Unit costs in € 400–600 km	<i>Connection</i>	Unit costs in € 50–399 km	Unit costs in € 400–600 km	<i>Connection</i>	Unit costs in € 50– 399 km	Unit costs in € 400–600 km
Austria – Liechtenstein	111		Finland – Norway	102	166	Ireland – United Kingdom	50	
Austria - Switzerland	111		Finland – Russia	102	166	Italy – Switzerland	86	216
Bulgaria – North Macedonia	43		France – Switzerland	115	166	Poland – Ukraine	62	155
Bulgaria – Serbia	43		Germany – Switzerland	66	166	Romania – Moldova	87	
Bulgaria - Türkiye	43		Greece – Albania	40		Romania – Serbia	87	
Croatia – Bosnia and Herzegovina	57		Greece – North Macedonia	40		Romania – Ukraine	87	
Croatia – Montenegro	57		Greece - Türkiye	40		Spain – Morocco	52	130
Croatia – Serbia	57		Hungary – Serbia	38		Sweden – Norway	90	226
Belgium/France/Germany/Netherlands – United Kingdom	159	398	Hungary – Ukraine	38		Slovakia – Ukraine	21	

* Reimbursement of land travel by car is limited to the unit cost for distance of 50 – 399 km.

Accommodation

Type: unit costs

Units: nights spent on travel for the action

Amount per unit:

Country	Accommodation - € per night	Country	Accommodation - € per night	Country	Accommodation - € per night
Afghanistan	75	Greece	134	Oman	135
Albania	160	Grenada	140	Pakistan	130
Algeria	157	Guadeloupe	115	Palau	135
American Samoa	135	Guam	135	Panama	160
Andorra	126,57	Guatemala	125	Papua New Guinea	135
Angola	175	Guinea-Bissau	90	Paraguay	140
Anguilla	140	Guyana	160	Peru	135
Antigua and Barbuda	140	Haiti	125	Philippines	135
Argentina	210	Honduras	125	Poland	126
Armenia	210	Hong-Kong	205	Portugal	121
Aruba	185	Hungary	135	Puerto Rico	140
Australia	135	Iceland	190	Qatar	135
Austria	158	India	195	Republic of Guinea	135
Azerbaijan	200	Indonesia	145	Réunion	90
Bahamas	115	Indonesia -East Timor	110	Romania	109
Bahrain	195	Iran	145	Russia	275
Bangladesh	140	Iraq	85	Rwanda	160
Barbados	140	Ireland	191	Saint Kitts and Nevis	185

Country	Accommodation - € per night	Country	Accommodation - € per night	Country	Accommodation - € per night
Belarus	135	Israel	210	Saint Lucia	140
Belgium	171	Italy	178	Saint Vincent and the Grenadines	190
Belize	135	Ivory Coast	130	Samoa	135
Benin	100	Jamaica	170	San Marino	114,33
Bermuda	140	Japan	275	São Tomé and Príncipe	95
Bhutan	130	Jordan	140	Saudi Arabia	195
Bolivia	100	Kazakhstan	175	Senegal	135
Bonaire	185	Kenya	165	Serbia	140
Bosnia and Herzegovina	135	Kiribati	145	Seychelles	140
Botswana	135	Korea, North	180	Sierra Leone	135
Brazil	180	Korea, South	200	Singapore	150
British Virgin Islands	75	Kuwait	195	Slovak Republic	120
Brunei	165	Kyrgyzstan	180	Slovenia	140
Bulgaria	121	Laos	145	Solomon Islands	120
Burkina Faso	90	Latvia	128	Somalia	125
Burundi	115	Lebanon	190	South Africa	145
Cambodia	115	Lesotho	100	Spain	154
Cameroon	105	Liberia	150	Sri Lanka	105
Canada	165	Libya	175	Sudan	215
Cape Verde	75	Liechtenstein	135	Suriname	125
Cayman Islands	135	Lithuania	114	Swaziland	90
Chad	145	Luxembourg	178	Sweden	198
Chile	175	Macao	95	Switzerland	178
China	155	Madagascar	105	Syria	145



Subsistence

Type: unit costs

Units: days spent on travel for the action

Amount per unit (daily rate):

Country	Subsistence daily rate in €	Country	Subsistence daily rate in €	Country	Subsistence daily rate in €
Afghanistan	50	Greece	108	Oman	70
Albania	50	Grenada	75	Pakistan	50
Algeria	85	Guadeloupe	65	Palau	50
American Samoa	70	Guam	60	Panama	50
Andorra	68,89	Guatemala	50	Papua New Guinea	55
Angola	105	Guinea-Bissau	50	Paraguay	50
Anguilla	75	Guyana	50	Peru	75
Antigua and Barbuda	85	Haiti	65	Philippines	60
Argentina	75	Honduras	50	Poland	95
Armenia	70	Hong-Kong	60	Portugal	95
Aruba	80	Hungary	93	Puerto Rico	65
Australia	75	Iceland	85	Qatar	65
Austria	131	India	50	Republic of Guinea	50
Azerbaijan	70	Indonesia	50	Réunion	60
Bahamas	75	Indonesia -East Timor	50	Romania	88
Bahrain	80	Iran	55	Russia	90
Bangladesh	50	Iraq	60	Rwanda	65
Barbados	75	Ireland	144	Saint Kitts and Nevis	85
Belarus	90	Israel	105	Saint Lucia	75
Belgium	132	Italy	116	Saint Vincent and the Grenadines	75
Belize	50	Ivory Coast	60	Samoa	50
Benin	50	Jamaica	60	San Marino	60,34

Bermuda	70	Japan	130	São Tomé and Príncipe	60
Bhutan	50	Jordan	60	Saudi Arabia	85
Bolivia	50	Kazakhstan	70	Senegal	65
Bonaire	90	Kenya	60	Serbia	80
Bosnia and Herzegovina	65	Kiribati	60	Seychelles	85
Botswana	50	Korea, North	50	Sierra Leone	55
Brazil	65	Korea, South	100	Singapore	75
British Virgin Islands	75	Kuwait	85	Slovak Republic	104
Brunei	60	Kyrgyzstan	75	Slovenia	108
Bulgaria	78	Laos	50	Solomon Islands	50
Burkina Faso	55	Latvia	110	Somalia	50
Burundi	50	Lebanon	70	South Africa	50
Cambodia	50	Lesotho	50	Spain	101
Cameroon	55	Liberia	85	Sri Lanka	50
Canada	65	Libya	50	Sudan	55
Cape Verde	50	Liechtenstein	80	Suriname	55
Cayman Islands	60	Lithuania	103	Swaziland	50
Chad	65	Luxembourg	142	Switzerland	80
Chile	70	Macao	55	Sweden	135
China	55	Madagascar	50	Syria	80
Colombia	50	Malawi	50	Taiwan	55
Comoros	50	Malaysia	50	Tajikistan	75
Congo Democratic Republic of	105	Maldives	50	Tanzania	50
Congo Republic of	70	Mali	60	Thailand	60

C.2 Equipment:

Purchases of **equipment, infrastructure or other assets** used for the action must be **declared as depreciation costs**.

Only the portion of the costs that corresponds to the rate of actual use for the action during the action duration can be taken into account.

Costs for renting or leasing equipment, infrastructure or other assets are also eligible, if they do not exceed the depreciation costs of similar equipment, infrastructure or assets and do not include any financing fees.

C.3 Other goods, works and services:

This budget category covers the costs for goods and services that were purchased for the action, such as:

- costs for consumables and supplies
- communication and dissemination costs
- costs related to intellectual property rights (IPR)
- costs for certificates on financial statements (CFS) and certificates on methodology (CoMUC; where necessary)
- costs for financial guarantees (only if required by the granting authority)

E. Indirect Costs

This budget category covers all costs for the action that are not directly linked to it (i.e. overheads)

Indirect costs are declared as a fixed flat-rate



General Costs Eligibility Conditions

Actually incurred

Incurred during the
project lifetime

Incurred in **connection**
with the action

Identifiable and
verifiable

Comply with **national**
law

Reasonable, justified
and compliant with
sound financial
management (economy
and efficiency)

Specific Cost Eligibility Conditions for this Call

- personnel costs:
 - SME owner/natural person unit cost: **Yes**
 - volunteer unit cost: **Yes (without indirect costs)**
- travel and subsistence unit cost: **Yes**
- equipment costs: **depreciation**
- other cost categories:
 - **costs for financial support to third parties: Not Allowed**
- indirect cost flat-rate: **7% of the eligible direct costs**
- VAT: **non-deductible VAT is eligible**
- in-kind contributions for free **are allowed, but cost-neutral, i.e. they cannot be declared as cost**
- kick-off meeting's costs: **Yes**
- project websites' costs: **No**
- other ineligible costs: **No**



National Contact Points for the CERV Programme

Jessica Hidalgo - Mónica Comas, NCP Spain



Citizens, Equality, Rights
and Values Programme



National Contact Points
LINK

<https://qrco.de/cervNCPs>





Our Mission

- **INFORMATION:** providing information about the programme & its funding opportunities and about the policy initiatives in the areas covered by the programme.
 - **SUPPORT:** facilitating the match-making between potential partner entities on a transnational level; supporting applicants during the application process.
 - **ADVICE:** facilitating the participation of stakeholders and giving advice to applicants; increasing the capacity of stakeholders to take part in the programme.
 - **DISSEMINATION:** dissemination of best practice projects; increasing knowledge and awareness of programme results.



CERV Project Partner Search (by NCPs)

The CERV Project Partner Search by NCPs enables you to share your project proposals, ideas, or interests in preparation for upcoming CERV funding calls. This allows potential participants and partners from all programme countries to find and connect with you!

LINK:

<https://qrco.de/CERVps>





CERV Citizens' Forum

- Learn about current CERV calls
- Receive direct support from the CERV NCPs
- Present your project idea and moderate a break-out room
- Expand your project team and create synergies
- Participate in break-out rooms initiated by other participants
- Join projects in the making
- Create new projects and project applications

REGISTRATION:

<https://qrco.de/CERV-forum>





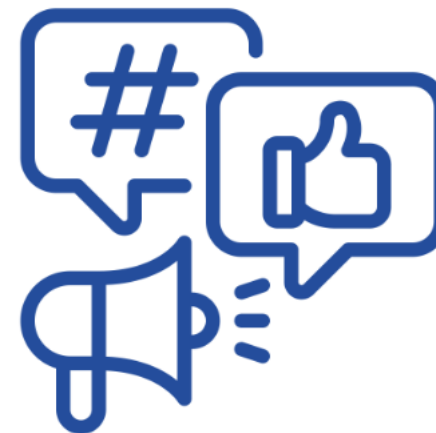
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Closing remarks

Thank you
For your attention

