



Citizens, Equality, Rights and Values Programme (CERV)

Call for proposals

Call for proposals on rights of the child and children's participation
(CERV-2025-CHILD)

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EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

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CALL FOR PROPOSALS

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0. Introduction

This is a call for proposals for EU **action grants** in the field of the rights of the child and children's participation under the **Citizens, Equality, Rights and Value Programme (CERV)**. The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2024/2509 ([EU Financial Regulation](#))
- the basic act (CERV Regulation [2021/692](#)¹).

The call is launched in accordance with the [2023-2025 Work Programme](#)² and will be managed by the **European Education and Culture Executive Agency (EACEA)** ('Agency').

 Please note that this call is subject to the final adoption of the budget by the EU budgetary authority. In case there are substantial changes, we may have to modify the call (or even cancel it).

The call covers the following **topics**:

- **CERV-2025-CHILD**

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](#).

¹ Regulation (EU) 2021/692 of the European Parliament and of the Council of 28 April 2021 establishing the Citizens, Equality, Rights and Values Programme (OJ L 156, 5.5.2021, p. 1).

² Commission Implementing Decision [C\(2024\)4922 final of 18.07.2024](#) concerning the adoption of the work programme for 2023-2025 and the financing decision for the implementation of the Citizens, Equality, Rights and Values Programme.

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 (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)
 - how to submit an application (section 11)
- 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*).

You are also encouraged to visit the [Europe for Citizens Programme Project Results website](#), [REC Programme results webpage](#), the [Daphne Toolkit](#) and [Funding & Tender Opportunities Portal](#) to consult the list of previously funded projects in the framework of the calls CERV-2022-CHILD and CERV-2024-CHILD.

1. Background

Children's rights are human rights. Every child in Europe and across the world should enjoy the same rights and be able to live free of discrimination, recrimination or intimidation of any kind. The [United Nations Convention on the Rights of the Child 1989](#) (UNCRC) is the first universal instrument of a legally binding nature to address the rights of the child. All 27 EU countries are parties to the Convention. [Article 3\(3\) of the Treaty on European Union](#) establishes the objective for the EU to promote protection of the rights of the child whilst the [EU Charter of Fundamental Rights](#) guarantees the protection of the rights of the child by the EU institutions and by EU countries when they implement EU law. These rights must be equally respected online and offline³.

In March 2021 the Commission adopted the [EU Strategy on the rights of the child](#) which includes more than 40 actions that the Commission committed to implement. The work on the Strategy was informed by more than 10.000 replies from children to

³ UN general comment No. 25 on the UN convention on the rights of the child (to which all EU Member States are parties) explicitly addresses children's rights in the digital environment.

an online questionnaire⁴.

The mapping study on child participation in EU democratic and political life, finalised in February 2021⁵, showed that in only 4 out of 27 countries governments are legally obliged to include children or young people's opinion in decision-making processes. It also highlighted the low impact of child participation in governmental decisions. This was confirmed in the recent (2024) consultations with children on democracy and voting organised by the EU Children's Participation Platform⁶. Children called for safe and inclusive spaces to be heard but also to get more civic education, more opportunities to learn and practice democracy with adult's help. In the Europe Kids Want survey⁷ (responses from 9200 children) from 2024, 70% of children said they wanted to have more opportunities to participate in decision-making to ensure their voices are heard in matters affecting their lives.

The first thematic area of the EU Strategy on the rights of the child concerns **child participation**, understood as a right for children to be heard and an obligation for adults to facilitate it and organise it in a meaningful, inclusive and safe way⁸.

The Commission has already undertaken and will continue implementing more actions to bring children closer to the decision-making processes. One of such initiatives was the set-up of the [EU Children's Participation Platform](#)⁹ that connects existing and to be created child participation mechanisms. Furthermore, the new [Commission 2024-2029](#) will put a strong emphasis on dialogue with the EU citizens, including youngest generations and in building resilient democratic societies what starts in early ages¹⁰.

Children in the digital environment is another thematic area of the EU Strategy on the rights of the child. The Strategy recognises that the use of new technologies can provide great opportunities for children to play, create, learn, interact and express themselves, including as active citizens, in an online and connected environment. The use of digital tools can also help children with disabilities in learning, connecting, communicating and participating in recreational activities online. However, socioeconomic or geographic factors can restrict children in vulnerable situations' access to the digital world, exacerbating existing inequalities and creating a digital divide. In contrast, the over-exposure to screens, safety of online activities and cyberbullying are a concern for children's health and mental well-being – at times of vulnerability to harms from social media. Furthermore, the presence of children online exposes them to some serious risks of harmful and illegal content and contact.

The Digital Services Act¹¹, adopted in 2022, sets a series of rules and regulations for online platform providers aimed to create a safer digital space for all users where fundamental rights are respected and protected, with a specific focus on the protection of children online. Next to this, the renewed European strategy for a Better Internet for Kids¹² aims for accessible, age-appropriate and informative online content and services that are in children's best interests, to empower, respect and protect them online. The new [Commission 2024-2029](#) plans to further combat unethical techniques used by online platforms and to investigate the possible harms from social media and excessive

⁴ See the report : [Report "Our Europe, Our Rights, Our Future".pdf \(unicef.org\)](#)

⁵ [Study on child participation \(europa.eu\)](#)

⁶ <https://eu-for-children.europa.eu/democracy-voting-survey>

⁷ <https://childfriendlygovernance.org/europe-kids-want>

⁸ Article 24 of the Charter of the Fundamental Rights of the European Union and Article 12 of the United Nations Convention on the rights of the child (UNCRC)

⁹ [EU Children's Participation Platform | European Union \(europa.eu\)](#)

¹⁰ https://commission.europa.eu/about-european-commission/towards-new-commission-2024-2029/president-elect-ursula-von-der-leyen_en

¹¹ <https://digital-strategy.ec.europa.eu/en/policies/digital-services-act-package>

¹² <https://digital-strategy.ec.europa.eu/en/library/digital-decade-children-and-youth-new-european-strategy-better-internet-kids-bik>

screen time on children's brain and personality development¹³. Cyberbullying will also be an important focus point with a specific action plan.

Finally, **mainstreaming of children's rights** is at the heart of the EU Strategy on the rights of the child. It commits to ensure that a child rights perspective is embedded in all relevant policies, legislation and funding programmes. For real progress to be made on the ground, the Strategy needs to be accompanied by commitments and investments at national and local level. The Commission calls on EU Member States to develop, where not yet available, robust and evidence-based national strategies on the rights of the child, in cooperation with all relevant stakeholders, including children, civil society, private and public actors in a multidisciplinary approach, and in synergy with other relevant national strategies and plans. Besides, reliable and comparable data, indicators or benchmarks are needed to develop evidence-based policies.

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

Objectives

Supporting, advancing and implementing comprehensive policies to protect and promote the rights of the child, including the right to participate.

Policy and legal initiatives supported: the [EU Strategy on the rights of the child](#), the [EU Children's Participation Platform](#), the [Digital Services Act](#), the [European strategy for a better internet for kids \(BIK+\)](#), the [Defence of Democracy Package](#), [the Communication on a comprehensive approach to mental health](#) and [the Commission Recommendation on developing and strengthening integrated child protection systems in the best interests of the child](#).

Themes and priorities (scope)

This call focuses on the implementation of the actions and recommendations at EU, national and local levels of the EU Strategy on the rights of the child. It aims at responding to children's current needs and challenges in the EU. It pays attention to the rights of children with specific needs and vulnerabilities, including those who fled the Russian's war of aggression against Ukraine. The call stresses the importance of taking into account gender differences and intersectionality¹⁴ in providing support to children.

All proposals must embrace and respect a **child rights-based approach** and be clearly grounded in the EU Charter of Fundamental rights and the UN Convention on the rights of the child (UNCRC). As per the UNCRC definition, a **child is a human being below the age of eighteen years**. Projects submitted under this call should limit their focus to this age group.

Projects can be national or transnational. Transnational projects are particularly encouraged.

Applicants should clearly indicate in their proposal which priority they intend to address. Projects must address **one of the following priorities**:

Priority 1 – Children's rights in the digital age

¹³ https://commission.europa.eu/about-european-commission/towards-new-commission-2024-2029/president-elect-ursula-von-der-leyen_en

¹⁴ The combination of gender with other personal characteristics or identities, and how these intersections contribute to unique experiences of discrimination

The digital landscape in which children grow up today can both support and hinder the fulfilment of their rights. As children increasingly interact with a variety of online platforms, tools, and services, they gain access to educational and social opportunities. However, this also exposes them to potential risks such as harassment, cyberbullying, misinformation, misleading and addictive commercial practices, data privacy concerns, harmful or illegal content, and even exploitation, even more so with the rapid development and deployment of artificial intelligence (AI). Moreover, early and prolonged exposure to digital environments and social media can profoundly affect children's mental health¹⁵.

In response to these challenges, the EU adopted in 2022 the renewed [European strategy for a better internet for kids \(BIK+\)](#) to ensure that children are protected, respected and empowered online, as well as the [Digital Services Act \(DSA\)](#) which establishes a robust legal framework to create a safer digital space for all users, with particular attention to children. The DSA emphasises platform transparency and accountability, ensuring that children's rights to safety, privacy and well-being are protected. Raising awareness of the DSA's provisions is crucial to safeguarding children's rights in the digital age, and this effort must be undertaken in a holistic manner, involving children, parents, families, carers, educators, IT students and professionals, and the broader community.

The [Safer Internet Centres](#) (SICs), present in most Member States, inform, advise and assist children, parents, teachers and carers on digital questions and fights against online child sexual abuse. Without duplicating the work of SICs but rather complementing it, projects submitted under this priority will put children at the centre of their activities, starting from their needs and working directly with them.

This priority addresses multiple dimensions of empowering children online, preventing and protecting children's rights as well as their mental health and well-being in the digital world notably in relation to cyberbullying, including:

Promoting children's digital literacy: Children should be empowered and equipped with the skills needed to navigate the digital world safely and responsibly. Starting from their needs, projects should work directly with children in developing tools and competences to allow them to learn, connect and be active and informed contributors in shaping the world around them. This includes increasing children's skills to recognise potential risks such as cyberbullying, misinformation, misleading commercial practices, manage privacy settings, being aware of inappropriate or harmful content, including violence, hate speech, or online grooming. Working with children to help them critically evaluate misinformation and fake news is crucial to prevent the spread of false information. Formal or informal educational settings can play a key role in supporting digital literacy, embedding children in all their diversity, their families, community, caregivers, educators (schools, extracurricular activities) to bridge the gap between uses at school, at home or between friends. Specific attention should be given to children with special or specific needs, or from disadvantaged and vulnerable backgrounds, or at risk of discrimination, who may face additional challenges in accessing and navigating safely the digital environment.

Raising awareness of children's rights online among child users, their communities, children's rights civil society organisations, ICT professionals and digital service providers: Children want to interact freely online but are concerned over their safety. Online platforms should be designed with children's safety and inclusivity as a priority. To achieve this, knowledge of children's rights, the need

¹⁵ Helsper, E.J., & Smahel, D. (2019). Excessive internet use by young Europeans: Psychological vulnerability and digital literacy? *Information, Communication & Society*.
<https://doi.org/10.1080/1369118X.2018.1563203>

for inclusive, non-discriminatory, objective and age-appropriate tools and information should ideally be integrated in the educational pathways of future ICT students and (future) tech developers. ICT professionals and services providers should (1) be sensitised to the ethical responsibilities and accountability of platforms and encouraged to create and use digital technologies that align with the child protection standards of the DSA while (2) bringing them together with children, their communities, families, carers, teachers, civil society organisations to exchange on children's rights online and safeguards. With these dual objectives in mind, projects should start from children's needs, views and concerns. Children should play an active role in supporting the development of guidelines, educational or training material, protocols, and other tools to contribute to the design of child-centred online material to change norms and behaviours in the ICT field and to develop dialogue and awareness raising on safeguards, in a two-ways approach.

Reducing the negative impact of digital use on children's well-being: Engaging children in conversations about their digital habits—such as social media use, screen time, smartphone use in schools, and online social interactions—can help identify how these activities affect their concentration, learning, relationships and overall mental health and well-being. Projects should involve children in developing strategies and tools to promote healthy digital habits, prevent and address issues like cyberbullying, social media pressures and the negative effects of online engagement on their emotional and psychological well-being, whilst reducing stigma over mental health problems.

Indicative funding available for this priority: EUR 9 000 000.

Priority 2 – Children's engagement and participation

Too many children feel left out of decision-making and simply not heard¹⁶. Children want to contribute to discussions and decisions taken at local and national councils, feel included in such conversations and be informed about how what they say makes a difference. Democratic participation can start early in schools and activities where children could be invited to discuss school rules, exam dates and design various policies, e.g. anti-bullying programmes. Children and young people say that they want to know more about democracy, how it works, what opportunities to experience democracy exist.

With this priority, the Commission aims to promote an inclusive and systemic participation of children in the democratic life at the local, national and EU levels to ensure that children's voices are heard and listened to, especially in matters that affect them. This is in line with the EU Strategy on the Rights of the Child – notably the establishment of the EU Children Participation Platform¹⁷ (the Platform). Projects submitted under this priority will aim at **establishing or strengthening** inclusive and systemic **mechanisms** for child participation at local and national levels. A '**mechanism**' is understood as an initiative that enables children to express their views, and for these views to be taken into account in decision-making processes at local, national and EU levels¹⁸. For this call for proposals, we consider a mechanism to be a regular process rather than a one-off initiative, initiated by an institution (e.g. a school), national/regional/local government or non-governmental organisation that follows the principles of inclusive, meaningful and safe participation of children in decision making. Strengthening child participation may include development of regular consultations with children and closer collaboration with national and local authorities to make sure that

¹⁶ The Europe Kids Want survey, *Sharing the view of children and young people across Europe*, UNICEF and Eurochild, 2019

¹⁷ [EU Children's Participation Platform | European Union \(europa.eu\)](https://european-council.europa.eu/media/eu-council/en/external-relations/press-releases/2024/04/10)

¹⁸ [Study on child participation in EU political and democratic life](https://european-council.europa.eu/media/eu-council/en/external-relations/press-releases/2024/04/10)

children's voices are heard and acted upon. It may also involve evaluation of working methods and impact of child participation on policy making¹⁹.

Where relevant, these mechanisms are strongly encouraged to be designed to ultimately integrate the EU Children's participation Platform. Application for membership in the platform and participation in its activities at local level can be part of the project's activities, e.g.:

- discussions with children ahead of the application process about their rights and the right to be heard and filling in the application form,
- independent implementation of the Platform's work plan,
- preparation of children for participation in consultations (online surveys, interviews or focus groups),
- co-creation of communication activities with children that advocate about the Platform.

The mechanisms proposed by applicants should make an effort to specifically include children who are often underrepresented in child participation mechanisms, such as children in situations of multiple vulnerabilities, children with a disadvantaged socio-economic background, children with disabilities, migrant and refugee children, children from minority groups, children from rural areas and children in institutions, among others.

Furthermore, projects will endeavour to strengthen education on citizenship, democracy, disinformation, advocacy, equality (including gender equality). This may include meetings with influencers promoting democracy and diversity, co-creating with children handbooks and training sessions on advocacy, public speaking, etc. The projects will facilitate and promote participation in democratic processes, with the goal to engage children in policy discussions and increase the awareness of the general public on children's rights. Projects should also aim at increasing awareness and knowledge among children of their rights, in particular their democratic rights, as a precondition to make children's voice heard.

Indicative funding available for this priority: EUR 5 000 000.

Priority 3 – Embedding a rights of the child perspective in actions at national and local level

Integrating children's rights in all relevant areas of policy and practice, ensuring their interests are prioritised across sectors and institutions is essential to achieve the overall objectives of the EU Strategy on the rights of the child. This priority focuses on implementing mainstreaming tools for the promotion and protection on the rights of the child at national and local level. Projects should ensure that these tools become fully integrated in policy and practices to ensure a systematic approach, including by:

- developing, monitoring and evaluating strategies on the rights of the child at national level, as well as at local level, in cooperation with all relevant stakeholders, including children, civil society organisations, private and public actors,
- gathering reliable and comparable data on children²⁰, indicators or benchmarks on children's rights that can support development of evidence-based policies,
- developing participatory research methodologies involving children,
- implementing child-rights budgeting²¹ —e.g. monitoring resources allocated to

¹⁹ See example of toolkit developed by Malta <https://empoweringchildren.gov.mt/about-us/>, <https://familja.gov.mt/>

²⁰ See Eurostat, [data on children and youth](#)

²¹ UN Committee on the rights of the child, [General comment No. 19 \(2016\) on public budgeting for the realization of children's rights \(art. 4\)](#)

protection and promotion of rights of the child in national and local budget plans, such as EU funds, in a multidisciplinary approach,

- developing child rights impact assessment²² methodologies at national and local level,
- coordinating efforts at national and local level to better implement EU and international legal obligations, such as through the establishment of coordination mechanisms, platforms or exchanges among authorities, children, civil society organisations and other relevant actors working on children's rights,
- developing trainings and awareness-raising campaigns on children's rights.

Indicative funding available for this priority: EUR 3 000 000.

Activities that can be funded (scope)

Activities should be designed, implemented **and co-created with children**, to make sure that the action is well tailored to children's needs.

All proposals are expected to respect the child's right to participate²³ and all project activities must clearly integrate and protect the child's right to be heard²⁴.

Proposals must make children's involvement central and integral in every stage of the project's design, implementation and evaluation. All actions and activities shall ensure that actions are adequate to the age and gender specific needs of children.

As a good practice, organisations that already work with children could consult them on the project proposal and include reflections/references to this process in the applications. Voices of children can also be brought in based on available reports and documents recording children's opinions and needs.

Applications should clearly indicate which partners will directly work with children and what activities this will entail.

Safeguarding measures should however be in place to ensure children's safe participation in the action and the respect of their specific rights (see section 2 on "Child Protection Policies" and section 5 on "Admissibility and documents").

Projects need to be practical, with real impact on children's right to participate. Mapping of existing mechanisms or repository of good practices will not be considered as practical.

Applying organisations are encouraged to use, disseminate and build on already existing materials (e.g. tools, projects' deliverables²⁵, handbooks, research, studies, mapping exercises, reports, etc.) and to explain how they will do so in the proposal.

Activities may include:

Priority 1 (Children's rights in the digital age):

- Development of digital literacy educational tools and programmes in cocreation with children to promote online safety, privacy, media literacy and the responsible use of digital services
- Training of, and the production of training and guidance material for, children, parents, carers and educational professionals
- Development, strengthening and promotion of media literacy programmes to counter disinformation and empower children to take part in the democratic debate
- Development of resources to inform, train and raise awareness of digital service

²² See, for example, UN Secretary General, [Guidance Note of the Secretary General on Child Rights Mainstreaming](#) (2023); ["Child Rights Impact Assessment" - ENOC](#) (2020)

²³ Aligned with Article 24 of the Charter, relevant EU law and the UN Convention on the rights of the child

²⁴ As set out in UNCRC Article 12 and General Comment No 12

²⁵ For previous projects, search [Projects & Results \(europa.eu\)](#)

providers about platform accountability and ethical responsibilities with regards to the protection of children's rights

- Training of, and the production of training and guidance material for, students and professionals of the digital service sector about children's rights
- Development of advocacy activities in consultation with children to ensure that their concerns and needs are prioritised in digital policies.

The aim of this priority is not research nor development of technological tools (e.g. apps, platforms, software, serious games, AI tools).

Priority 2 (Children's engagement and participation):

- Awareness-raising about child participation, including specific sessions for national and local authorities, co-designed and co-facilitated by children
- Training and the production of training and guidance material for professionals to encourage and facilitate the development of child participation mechanisms
- Training and production of guidance materials for children on advocacy and democratic participation, including in elections
- The design, implementation and testing of child participation mechanisms in schools, city councils, children advisory boards that have a clear assessment of impact of children's voices
- Creation of short-, mid- and long-term child participation strategies at local and national level
- The establishment of consultation mechanisms with children at local level with local authorities. Such mechanisms should have clear feedback processes built in.

Priority 3 (Embedding a rights of the child perspective in actions at national and local level):

- Mutual learning, trainings, exchange of good practices, cooperation and networking
- Dissemination, communication and awareness raising, including social media or press campaigns
- Capacity building and training activities of national, regional and local authorities
- Training activities and awareness raising sessions for children
- Design and implementation of protocols, development of working methods and tools
- Development of methodologies for data gathering, data exercises and dissemination (exclusively for the sub-priority related to data).

Applicants should conduct and include in their proposal a [gender analysis](#), which maps the potential different impacts of the project and its activities on children, including from a gender perspective. Thereby, unintended negative effects of the intervention on children of all ages should be forestalled (do no-harm approach)²⁶.

Expected impact

- Children are aware of their rights, including online, and can exercise them
- Children are empowered to make sound choices and express themselves in the online environment safely and responsibly
- Children are equipped with the competences and operational skills, including safety skills, information navigation skills to enable them to critically engage with online information, and social skills to manage online relationships with others

²⁶ For more information see section Ethics and EU values

- Adults responsible for children (parents, carers, teachers, youth workers etc.) have the skills to support, advise and guide children in the online world
- ICT students and professionals are aware of the dispositions of the DSA concerning children's rights and of their ethical responsibility to respect them
- Digital products and services likely to be used by children are developed respecting fair and basic design features that embed child protection standards, as enshrined in the DSA
- Children have healthy digital habits, the negative effects of online engagement on children's emotional and psychological mental health and well-being are reduced
- Children are aware of their right to participate and have their voices heard
- Child participation mechanisms are inclusive and systemic
- Children are given the opportunity to participate in the democratic processes and to engage in policy discussions
- Improved support to children in vulnerable situations or from disadvantaged backgrounds.
- Improved capacity building, training on the rights and needs of children, better exchange of good practices
- Improved data collection, better informed policy
- Improved allocation, planning and monitoring of resources and funds on promotion and protection of the rights of the child
- The general public's awareness of children's rights is increased.

Indicators should be **set by age** of the target group(s) and disaggregated by gender. Applications should indicate how many children (boys and girls, below 18 years old) will directly benefit from the project, the breakdown of their ages and how applicants plan to set appropriate targets for the age groups they seek to engage.

Support of public authority

Since **priority 3** ("**Embedding a rights of the child perspective in actions at national and local level**") directly addresses public authorities, their involvement in the consortium is mandatory either as lead or co-applicant (see section 6 "Eligibility").

For priority 1 and 2, it is strongly encouraged to involve a public authority, including national, regional and local authorities, to support or actively participate in the projects. In this case, this support will be expressed through an Annex to the application (letter from the public authority) and will be assessed under the award criterion 2 "Quality".

Child Protection Policies

Applications should clearly indicate which partner(s) will directly work with children (in person or online) and provide the necessary safeguards (see also section 5 "Admissibility and documents" and section 6 "Ethics and EU values):

- Private entities directly involving children in the activities of the project must provide a **Child Protection Policy (CPP)** covering the four areas described in [Keeping Children Safe Child Safeguarding Standards](#). The CPP must be available online and transparent to everyone who comes in contact with the organisation.

It must include clear information about the recruitment of staff (including trainees and volunteers) and include background checks (vetting). It must also include clear procedures and rules to staff, including reporting rules, and continuous training.

- **Public entities** (e.g. local authorities, ministries, etc.) can satisfy this obligation by submitting a [declaration on honour](#) from their legal representatives stating that the child protection measures of the public entity are in line with the principles and standards described in the [Keeping Children Safe Child Safeguarding Standards](#).

The Child Protection Policy should be submitted as a supporting document to the application and provided at the latest during the grant preparation process for selected projects (GAP) (see also below section “5. Admissibility and documents”).

The CPP will be assessed under the award criterion 2 “quality” and in particular under ethics and EU values (i.e. failure to provide a diligent child protection policy will entail a lower score of the proposal under “quality” and could prevent the grant agreement signature). See also below section “9. Award criteria”.

Gender Mainstreaming

Projects' design and implementation are expected to promote gender equality and to mainstream non-discrimination. Consequently, the applicants shall take the necessary steps to ensure that child-related issues and gender equality are taken into account by paying attention to the situation and particular needs of women and men, girls and boys, and of vulnerabilities of children. It is, for example, essential that projects do not silence, stereotype, stigmatise, lay the blame on or discriminate against any group. Projects should contribute to empowering children in all their diversity, and to ensuring that they all achieve their full potential and enjoy the same rights.

Applications should consider a gender analysis, mapping potential different needs of and impact on girls and boys as well as integrating a gender equality perspective in the design of the activities. To this end, applicants are encouraged to consult the key questions listed on the [website](#) of the European Institute for Gender Equality (EIGE) when conducting their gender analysis. Unintended negative effects of the intervention on either gender should be avoided (do no harm approach). Applicants are expected to design and implement their communication and dissemination activities in a gender-sensitive way. This includes in particular usage of child and gender-sensitive language. The same applies to the design and implementation of monitoring and evaluation activities.

Bibliography

Rights of the child:

- [EU strategy on the rights of the child](#)
- [Commission Recommendation on integrated on developing and strengthening integrated child protection systems in the best interests of the child](#)
- [Report: Our Europe, Our Rights, Our Future](#)
- [Database on projects funded under REC and CERV programmes](#)
- [United Nations Convention on the rights of the child](#)

Children's rights in the digital age

- [General comment No 25 on children's rights in the digital environment](#)
- [The Digital Services Act \(DSA\) explained - Measures to protect children and young people online | Shaping Europe's digital future \(europa.eu\)](#)

- [New Better Internet for Kids strategy \(BIK+\) | Better Internet for Kids](#)
- [The new BIK Knowledge Hub: the European central access point for information, evidence, policy and practice insights](#)
- [EU-Kids-Online-2020-10Feb2020.pdf \(lse.ac.uk\)](#)

Child participation:

- [EU Children's Participation Platform](#)
- [Report: Our democracy, Our choice \(short and long version\)](#)
- [General Comment no 12 \(2009\) on the right of the child to be heard](#)
- [Report from the study on child participation in EU political and democratic life and its accessible version.](#)
- [Council of Europe Recommendation on the participation of children and young people under the age of 18 \(2012\)](#)
- Council of Europe: [child participation assessment tool](#)
- [The Lundy model of child participation](#)
- [Inclusion Europe participation rights children with disabilities](#)

Comprehensive approach to mental health

- [The Commission Communication on a comprehensive approach to mental health](#)
- [EU repository on mental health best and promising practices](#)

Child safeguarding policies:

- [Keeping Children Safe standards](#)
- [Comic Relief's safeguarding framework Child Participation](#)

3. Available budget

The estimated available call budget is **EUR 17 000 000**.

Specific budget information per topic can be found in the table below:

Topic	Topic budget
1 — CERV-2025-CHILD	EUR 17 000 000

The availability of the call budget still depends on the adoption of the budget 2025 by the EU budgetary authority.

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.

4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	16 January 2025
<u>Deadline for submission:</u>	<u>29 April 2025 – 17:00:00 CET</u> (Brussels)
Evaluation:	May-October 2025
Information on evaluation results:	October 2025

GA signature:	December 2025-January 2026
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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).

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*)
 - KPI tool — contains additional project data regarding the project's contribution to EU programme key performance indicators (*to be filled in directly online, all sections to be completed*)
 - **mandatory annexes and supporting documents** (*templates available to be downloaded from the Portal Submission System, completed, assembled and re-uploaded*):
 - detailed budget table (template available in the Portal Submission System – to be re-uploaded filled out in the format xlsx)
 - CVs (standard) of core project team
 - Activity report of last year of the coordinator (unless it is a public body)
 - list of previous projects (key projects for the last 4 years) (*template available in Part B*)
 - Support letter from public authority (for priority 1 and 2). For priority 3, since it directly addresses public authorities, their involvement in the consortium is **mandatory** either as lead or co-applicant (see below section 6 on "Eligibility").
 - For any of the participants implementing activities involving children (below the age of 18):
 - private entities, must provide their child protection policy (CPP) covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#).
 - public entities must provide at least a [declaration on honour](#).
- See also **section 2 on "Child Protection Policies"** above and section 6 on "Ethics and EU values" below).

⚠ Please note that an annual activity report is NOT a financial audit report or balance sheet, but a report highlighting the activities and projects of your organisation.

Please be aware that since the detailed budget table serves as the basis for fixing the lump sums for the grants (and since lump sums must be reliable proxies for the actual costs of a project), the costs you include MUST comply with the basic eligibility conditions for EU actual cost grants (see [AGA — Annotated Grant Agreement, art 6](#)). This is particularly important for purchases and subcontracting, which must comply with best value for money (or if appropriate the lowest price) and be free of any conflict of interests. If the budget table contains ineligible costs, the grant may be reduced (even later on during the project implementation or after their end).

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 **45 pages** (Part B). 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*).

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

6. Eligibility

Applications will only be considered eligible if their content corresponds wholly (or at least in part) to the topic description for which they are submitted.

Eligible participants (eligible countries)

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

- be legal entities (public or private bodies) or international organisations;
- Lead applicants must be non-profit making. Organisations which are profit-oriented may apply only in partnership with public entities, private non-profit organisations, or international organisations;
- be established in one of the eligible countries, i.e.:
 - EU Member States (including overseas countries and territories (OCTs))
 - non-EU countries:
 - countries associated to the CERV Programme or countries which are in ongoing negotiations for an association agreement and where the agreement enters into force before grant signature ([list of participating countries](#)). Please check the list regularly, to get the latest status on countries in the process of association.
- other eligibility conditions:

To be eligible, grant applications must comply with the following criteria:

- a) Activities must take place in any of the eligible countries.
- b) The EU grant applied for **cannot be lower than EUR 200 000**.
- c) The application must involve at least two applicants (lead applicant and at least one co-applicant not being affiliated entity or associated partner). However, the project can be either national or transnational.

Moreover, to be eligible under **priority 3 "Embedding a rights of the child perspective in actions at national and local level"**, grant applications must involve at least one public authority (national, regional or local authority) in the consortium, either as lead applicant or co-applicant.

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*).

Specific cases

Natural persons — Natural persons are NOT eligible (with the exception of self-employed persons, i.e. sole traders, where the company does not have legal personality separate from that of the natural person).

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 persons²⁷.

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'²⁸. ⚠ 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 for participation in the programme (*see list of participating countries above*) may participate in the call and can sign grants if the negotiations are concluded before grant signature and if the association covers the call (i.e. is retroactive and covers both the part of the programme and the year when the call was launched).

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)*²⁹). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities,

²⁷ See Article 200(2)(c) EU Financial Regulation [2024/2509](#).

²⁸ For the definitions, see Articles 190(2) and 200(2)(c) EU Financial Regulation [2024/2509](#).

²⁹ 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](#).

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 a consortium of at least 2 applicants (beneficiaries; not affiliated entities).

For **priority 3 “Embedding a rights of the child perspective in actions at national and local level”**, consortia must involve at least one public authority (national, regional or local authority), either as lead applicant or co-applicant.

Eligible activities

Applications will only be considered eligible if their content corresponds wholly (or at least in part) to the topic description for which they are submitted.

Eligible activities are the ones set out in section 2 above.

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 must comply with EU policy interests and priorities (*such as environment, social, security, industrial and trade policy, etc*). Projects must also respect EU values and European Commission policy regarding reputational matters (e.g. activities involving capacity building, policy support awareness raising, communication, dissemination, etc.).

Financial support to third parties is not allowed.

Geographic location (target countries)

Proposals must relate to activities taking place in the eligible countries (*see above*).

Projects can be national or transnational. Transnational projects are particularly encouraged.

Duration

Projects should normally range between 12 and 24 months.

Extensions are possible, if duly justified and through an amendment.

Project budget

Minimum grant amount: EUR 200 000.

Maximum grant amount: No limit

The grant awarded may be lower than the amount requested.

Ethics and EU values

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 (including the General Data Protection Regulation [2016/679](#)).

Projects must seek to promote gender equality and non-discrimination mainstreaming in accordance with the [Gender Mainstreaming Toolkit](#). Project activities should contribute to the equal empowerment of women and men in all their diversity, ensuring that they achieve their full potential and enjoy the same rights. 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. Proposals should integrate gender and non-discrimination considerations in proposals and target a gender-balanced representation in project teams and activities. It is also important that individual data collected by the beneficiaries are broken down by sex ([sex-disaggregated data](#)), disability or age whenever possible.

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 of the 21 EU Charter of Fundamental Rights.

Private entities with activities involving children must moreover provide a Child Protection Policy (CPP) covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#) (see **section 2 on “Child protection policies”** and 5 “Admissibility and documents”).

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 coordinators, except:

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations
- if the project 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.

i 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
- applicants' activity reports of last year
- list of previous projects (key projects for the last 4 years; *template available in Part B*).

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)

³⁰ See Articles 138 and 143 of EU Financial Regulation [2024/2509](#).

- 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)
- 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, decision-making 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 EU Regulation [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).
- intentionally and without proper justification resisted³² an investigation, check or audit carried out by an EU authorising officer (or their representative or auditor), OLAF, the EPPO, or the European Court of Auditors.

Applicants will also be rejected if it turns out that³³:

- 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 the **standard submission and evaluation procedure** (one-stage submission + one-step evaluation)

An **evaluation committee** (assisted by independent outside experts) 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 against the operational capacity and award criteria (*see sections 7 and 9*) and then ranked according to their scores.

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.

³² 'Resisting an investigation, check or audit' means carrying out actions with the goal or effect of preventing, hindering or delaying the conduct of any of the activities needed to perform the investigation, check or audit, such as refusing to grant the necessary access to its premises or any other areas used for business purposes, concealing or refusing to disclose information or providing false information.


³³ See Article 143 EU Financial Regulation [2024/2509](#).

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 'Quality'. When these scores are equal, priority will be based on their scores for the criterion 'Impact'.

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 will be 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:

- 1. Relevance:** extent to which the proposal matches the priorities and objectives of the call; clearly defined needs and robust needs assessment; clearly defined target group, with gender perspective being appropriately taken into account; contribution to the EU strategic and legislative context, notably the EU Strategy on the rights of the child; European/trans-national dimension; impact/interest for a number of countries (EU or eligible non-EU countries); possibility to use the results in other countries (potential for transfer of good practices); potential to develop mutual trust/cross-border cooperation; building synergies and avoiding duplication with previous projects (40 points)
- 2. Quality:** clarity and consistency of project; logical links between the identified problems, needs and solutions proposed (logical frame concept); methodology for implementing the project with gender perspective being appropriately taken into account (organisation of work, timetable, allocation of resources and distribution of tasks between partners, risks & risk management, monitoring and evaluation); ethical issues, measures and policies to guarantee child safeguarding (for activities involving children) and compliance with EU values are addressed; feasibility of the project within the proposed time frame; financial feasibility (sufficient/appropriate budget for proper implementation); cost-effectiveness (best value for money) (40 points)

3. Impact: ambition and expected long-term impact of results on target groups/general public; appropriate dissemination strategy for ensuring sustainability and long-term impact; potential for a positive multiplier effect; sustainability of results after EU funding ends (20 points)

Award criteria	Minimum pass score	Maximum score
Relevance	25	40
Quality	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 budget (i.e. up to the budget ceiling). 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. The action should start within 6 months following the Grant Agreement signature, except in duly justified cases. A retroactive starting date can be granted exceptionally for duly justified reasons but never earlier than the proposal submission date.

Project duration: between 12 and 24 months (*see section 6 above*).

Milestones and deliverables

For each work package, an objective, list of the activities, milestones and deliverables must be defined. The deliverables must be quantified and measurable. The grouping should be logical and guided by identifiable outputs.

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.

Examples of work-packages, activities and deliverables that proposals might include (non-exhaustive list):

Work Package	Management, administration and coordination (recommended) - <u>10 % limit</u> of the coordination and management costs This work package could group activities related to the planning, management, administration, coordination and evaluation of the project
Typical activities (non exclusive)	For example: Planning & preparation, meetings (offline and online), evaluation, quality control, coordination activities, preparation of reports, monitoring of gender equality and diversity throughout the project etc.
Typical deliverables (non exclusive)	For example: Agenda or minutes of meetings, evaluation and/or quality control reports, conception / planning reports, gender equality and diversity mapping report, memorandum of understanding in project implementation etc

Work Package	Communication and dissemination (recommended) This work package could group communication and dissemination activities aiming at ensuring visibility of the activities of the project and a wide dissemination of its results
Typical activities (non exclusive)	For example: Communication/dissemination campaigns, promotional events, production of communication/dissemination material, etc. Use of gender-sensitive language, use of interfaces to allow access to people with disabilities.
Typical deliverables (non exclusive)	For example: Communication plan/strategy, website, newsletters, publications/ brochure (digital and using recycled paper), social media posts, banner, branding, statistical analysis of website, public relationship and presentation speeches, press reviews, etc.

Work Package	Capacity building This work package could group diverse type of capacity building activities in the area of the rights of the child and children's participation.
Typical activities (non exclusive)	For example: training, training of trainers, apprenticeship activities, mentoring programmes, master classes, incubators programmes, etc.
Typical deliverables (non exclusive)	For example: Schedule of mentoring programmes (digital and with recycled paper), evaluation of training courses, mentoring course programme, presence lists, etc.

	Beneficiaries will have to ask attendees in events to participate in the EU Survey on Justice, Rights and Values. This survey allows the granting authority to closely monitor training, mutual learning and awareness-raising events. The beneficiaries will receive a weblink to the survey, to be forwarded to the attendees. They will have access to the survey results for their project and can use it for their project evaluation. The granting authority will aggregate the results of all the projects financed under the CERV programme
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Work Package	Networking and knowledge sharing
	This work package could group networking and knowledge sharing activities, including policy/research/innovation in the area of the rights of the child and children's participation.
Typical activities (non exclusive)	For example: Conferences, workshops, symposia, seminars (all in eco-sustainable venues), research, studies, policy analysis, surveys, laboratories, market access activities, etc
Typical deliverables (non exclusive)	For example: Programme/agenda of conferences, presence list of workshops, conference conclusions/reports, analysis of surveys, study papers, policy papers etc (digital or using recycled paper).

Additional work packages may be added according to the activities foreseen in the project.

Beneficiaries will have to ask attendees in events to participate in the EU Survey on Justice, Rights and Values. This survey allows the granting authority to closely monitor training, mutual learning and awareness-raising events. The beneficiaries will receive a weblink to the survey, to be forwarded to the attendees. They will have access to the survey results for their project and can use it for their project evaluation. The granting authority will aggregate the results of all the projects financed under the CERV programme.

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): the EU grant applied **should not be lower than EUR 200 000** (*see section 6 above*).

The grant awarded may be lower than the amount requested.

The grant will be a lump sum grant. This means that it will reimburse a fixed amount, based on a lump sum or financing not linked to costs. The amount will be fixed by the granting authority on the basis of the estimated project budget and a funding rate of **90%**.

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:

- [Lump sum contributions](#)³⁴

Specific cost eligibility rules for this call:

- the lump sum amount must be calculated in accordance with the methodology set out in the lump sum decision and using the detailed budget table/calculator provided ;
- the lump sum calculation should respect the following conditions:
 - for lump sums based on estimated project budgets: the estimated budget must comply with the basic eligibility conditions for EU actual cost grants (see [AGA — Annotated Grant Agreement, art 6](#))
- This is particularly important for purchases and subcontracting, which must comply with best value for money (or if appropriate the lowest price) and be free of any conflict of interests. If the budget table contains ineligible costs, the grant may be reduced (even later on during the project implementation or after their end).
- Personnel costs:
 - o volunteers' unit costs are allowed (without indirect costs).

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 prefixed 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](#)

Costs for attending the kick off meetings organised by the Commission may be charged to the project even if the kick off takes place before the starting date of the project but after the applicants received the invitation for grant preparation.

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.

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

³⁴ [Decision](#) of 30 September 2022 authorising the use of lump sums for actions under the Citizens, Equality, Rights and Values Programme (2021-2027).

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.

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 normally requested from the coordinator, for the consortium. They must be provided during grant preparation, 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 (*art 23*).

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 one of the following:

- limited joint and several liability with individual ceilings — *each beneficiary up to their maximum grant amount*
 - unconditional joint and several liability — *each beneficiary up to the maximum grant amount for the action*
- or
- individual financial responsibility — *each beneficiary only for their own debts*.

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

Provisions concerning the project implementation

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

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 4 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
- KPI tool containing additional project data. To be filled in directly online, all sections to be completed.

- 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.

Use of artificial intelligence (AI) in proposals

When considering the use of generative artificial intelligence (AI) tools for the preparation of the proposal, it is imperative to exercise caution and careful consideration. The AI-generated content should be thoroughly reviewed and validated by the applicants to ensure its appropriateness and accuracy, as well as its compliance with intellectual property regulations. Applicants are fully responsible for the content of the proposal (even those parts produced by the AI tool) and must be transparent in disclosing which AI tools were used and how they were utilised.

Specifically, applicants are required to:

- Verify the accuracy, validity, and appropriateness of the content and any citations generated by the AI tool and correct any errors or inconsistencies.
- Provide a list of sources used to generate content and citations, including those generated by the AI tool. Double-check citations to ensure they are accurate and properly referenced.
- Be conscious of the potential for plagiarism where the AI tool may have reproduced substantial text from other sources. Check the original sources to be sure you are not plagiarizing someone else's work.

Acknowledge the limitations of the AI tool in the proposal preparation, including the potential for bias, errors, and gaps in knowledge.

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

Please also consult the call and Topic pages regularly, since we will use it to publish call updates, including an invitation to the info session for applicants (if any) after the opening of the call. (For invitations, we will contact you directly in case of a call update).

Contact

For help related to this call you may contact the [CERV Contact Point](#) of your country.

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:

EACEA-CERV@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).
- **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).
- **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 cumulation of funding/no double funding** — It is strictly prohibited to cumulate 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 be declared under two EU grants. If you would like to nonetheless benefit from different EU funding opportunities, projects must be designed as different actions, clearly delineated and separated for each grant (without overlaps).
- **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 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 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 the others (or they 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 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](#).