

**THE DAPHNE III PROGRAMME (2007-2013)
TO PREVENT AND COMBAT VIOLENCE AGAINST CHILDREN,
YOUNG PEOPLE AND WOMEN AND TO PROTECT VICTIMS AND
GROUPS AT RISK**

**CALL FOR PROPOSALS 2008-1 (SPECIFIC TRANSNATIONAL
PROJECTS)**

1. INTRODUCTION

On 20 June 2007, the European Parliament and the Council adopted Decision No 779/2007/EC of the European Parliament and of the Council establishing for the period 2007-2013 a specific programme to prevent and combat violence against children, young people and women and to protect victims and groups at risk (Daphne III Programme), as part of the General Programme 'Fundamental Rights and Justice'.

2. SCOPE OF THE CALL

All projects submitted must be within the scope of the Daphne Programme 2007-2013 and will be judged against the criteria set out in this call for proposals (see below section 4).

The projects that are selected must enable progress to be made in attainment of one or more of the general and specific objectives of the Programme. Applicants should clearly indicate to which priority categories their proposal is addressed. Only new projects will be eligible for support; projects that have already begun will not be eligible for co-financing.

The projects are anticipated to begin in the second half of 2009 and will have a duration of either 12 or 24 months.

2.1 OBJECTIVES AND PRIORITIES OF THE DAPHNE III PROGRAMME

The **general objective** of the Daphne III Programme is to contribute to the protection of children, young people and women against all forms of violence and to attain a high level of health protection, well being and social cohesion. The programme shall contribute, especially where it concerns children, young people and women, to the development of the Community policies and more specifically to those related to public health, human rights and gender equality, as well as actions aimed at protection of children's rights, and the fight against trafficking of human beings and sexual exploitation.

The programme's **specific objective** is to contribute to the prevention of and the fight against all forms of violence occurring in the public or the private domain against children, young people and women, including sexual exploitation and trafficking in human beings, by taking preventive measures and by providing support and protection for victims and groups at risk.

This specific objective will be achieved by means of the following actions:

- (a) assisting and encouraging NGOs and other organisations active in this field;

- (b) developing and implementing awareness-raising actions targeting specific audiences, such as specific professions, competent authorities, identified sectors of the general public and groups at risk, with a view both to improving understanding of and promoting the adoption of zero tolerance towards violence, and to encouraging support for victims and the reporting of incidences of violence to the competent authorities;
- (c) disseminating the results obtained under the two Daphne programmes including their adaptation, transfer and use by other beneficiaries or in other geographical areas;
- (d) identifying and enhancing actions contributing to positive treatment of people at risk of violence, namely following an approach that encourages respect for them and promotes their well-being and self-fulfilment;
- (e) setting up and supporting multidisciplinary networks with a view to strengthening cooperation between NGOs and other organisations active in this field;
- (f) ensuring the expansion of evidence-based information and the knowledge base, the exchange, identification and dissemination of information and good practice, including through research, training, study visits and staff exchange;
- (g) designing and testing awareness-raising and educational materials regarding the prevention of violence against children, young people and women, and supplementing and adapting those already available for use in other geographical areas or for other target groups;
- (h) studying phenomena related to violence and its impact, both on victims and on society as a whole, including the health-care, social and economic costs, in order to address the root causes of violence at all levels of society;
- (i) developing and implementing support programmes for victims and people at risk and intervention programmes for perpetrators, whilst ensuring the safety of victims.

2.2 PRIORITY AREAS

In 2008 the European Commission is seeking project proposals that address the priority areas as described in this call. Projects submitted outside these priority areas may be considered, but only where they clearly do not duplicate actions already taken or being taken, demonstrate innovation or are clearly European in scope.

The 2008 priority areas are the following:

- 1. Issues of sexual abuse and exploitation and trafficking in human beings.**
- 2. Violence and abuse committed against women, young people and children, insofar as such violence or abuse is linked to harmful traditional practices (e.g. female genital mutilation, forced marriage or forced sexual relationships, "honour killings").**
- 3. Violence committed against particularly vulnerable categories of women, young people and children (e.g. infants and pre-school children, children in social care settings, elderly women and disabled persons).**
- 4. Collection of data concerning children's rights and mapping of existing national legislation in this area, based on the Convention on the Rights of the Child.**

5. Violence committed against women, young people and children within the context of family and school environment (e.g. bullying in schools) or in the context of sports and leisure activities.

3 CONDITIONS FOR PARTICIPATION

The project must be prepared by a **partnership** of at least two eligible organisations from two eligible countries (see requirements for applicants and partners below). The organisation coordinating the project (applicant) will be required to put together a team of partners/associate partners. This requirement is fulfilled through:

- Partner/associate partner declarations at the level of application which are proof of commitment of different partners to work together for the future project. Partners choose a coordinator/applicant that will be responsible for presenting a common project to the Commission. Partners that sign the declaration are both organisations that will receive Community funding (co-beneficiaries/partners) and those that will not be financed (associate partners);
- Conclusion of the multi-beneficiary contract following the award decision taken by the Commission. This contract will be concluded only between the Commission and partners who financially participate in the project and their costs will be reimbursed by the Commission. From the point of view of the contract they will become beneficiaries and will be bound by the terms of the contract:
 - a) Beneficiary/coordinator (normally the applicant under the call) who directly signs the contract, is responsible for the coordination of a project and is the contact point for the Commission;
 - b) Partners/co-beneficiaries who are bound by the contract through the signature of the mandate which delegates the powers to conclude the contract in their name by the coordinator;
 - c) Associate partners who do not receive the Community financing are simply mentioned in the contract but do not sign the mandate. They only sign the associate partner declaration on the level of application.

There can be only one grant application per project, and this should be presented by the coordinating organisation (applicant).

3.1 APPLICANT

The applicant organisation will be responsible for the overall management of the project, coordination of tasks, liaison with the Commission and management of the budget.

In order to be eligible for support from the Daphne III Programme, the applicants **must** comply with the following requirements:

- **Legal status:** they are public or private organisations and institutions (local authorities at the relevant level, university departments and research centres) working to prevent and combat violence against children, young people and women; or to protect against such violence; or to provide support for victims; or to implement targeted actions to promote rejection of such violence; or to encourage attitude and behaviour change towards vulnerable groups and victims of violence.

- **Origin:** they are based in one of the 27 Member States of the European Union **or** the EFTA States that are parties to the EAA Agreement (Iceland, Liechtenstein and Norway – hereafter referred to as the " EEA Member States);
- **Non-profit:** they are non-profit-making (bodies and organisations which are profit-oriented shall have access to grants under the Programme only as partners, if justified by the nature of the action¹);

The project shall involve at least two eligible organisations (applicant plus one partner minimum) from two different EU Member States.

If the Applicant/Partner is from an **EFTA/EEA Member State**, the project must involve in addition at least two eligible organisations from two different EU Member States.

The applicant has to complete the registration and the Grant Application Form accompanied with all the compulsory annexes listed under the section 6 of the call via the on-line application tool PRIAMOS².

IMPORTANT NOTES:

Public bodies at national/central level are not eligible for funding from the Daphne Programme 2007-2013.

Applications from natural persons (private individuals) are not eligible.

The Programme is also open to the participation of organisations from candidate countries associated to the EU and the Western Balkan countries, but specific conditions for these countries must be met before they can be funded (i.e.: these countries must have signed a memorandum of understanding in order to participate in the Programme and must have contributed to the Budget of the European Communities). Under this call the specific conditions **are not met**. The organisations from these countries can therefore apply only as associate partners, on a non-funded basis.

Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in the Article 93(1) and 114 of the Financial Regulation of the European Communities, and section 4.1 of the Call for Proposals.

An applicant may apply for support for several separate projects. In this case, separate applications should be submitted. Only one application is required for each project. In case more than one project is selected for funding, the applicant must demonstrate its technical and financial capacities to implement all of its selected projects. Applicants selected as the project coordinators may also participate as partners in projects submitted by other organisations.

3.2 PARTNERS

Partners are organisations and institutions which, in cooperation with the applicant, will implement project activities as described in the grant agreement. The Partners participate in the design and implementation of the action, **and the costs they incur are eligible in the same way as those incurred by the applicant**. Consequently, partners must all be eligible for funding under this Programme at the time of submitting the application. The coordinating

¹ Applicant must demonstrate in the grant application form how and why participation of profit-oriented organisations and bodies is justified by the nature of the action.

² Only in the case of technical impossibility of using the on-line tool will applications sent on paper be accepted. In this case, please, request a Grant Application Form from the helpdesk JLS-PRIAMOS-USM@ec.europa.eu

organisation and the partners share the relevant tasks and financial responsibility for the project. Therefore, by virtue of the grant agreement to be signed between the Commission and the co-ordinator, the co-ordinator and the partners will be jointly and severally liable to the Commission for any amount due to the Commission by one of them³.

In order for the project to receive a support from the Daphne III Programme, all partners **must:**

- comply with the same requirements as applicants referred to in 3.1 (see above);
- complete and sign a " Partner Declaration" (Annex 2a of the Grant Application Form);

3.3 ASSOCIATE PARTNERS

Associate partners are those organisations that are not eligible for EC funding. Organisations from any third country may participate in project activities as associate partners where this serves the aim of the projects. Activities of associate partners are not eligible for EC funding.

Public bodies at national/central level can also participate as associate partners, on a non-funded basis.

All associate partners must complete and sign the "Associate Partner Declaration Form" (Annex 2b of the Grant Application Form).

IMPORTANT NOTE: National public authorities are not eligible for funding, but may provide in-kind support or financial contributions for the project. In the latter cases, they must sign a Co-financing declaration for the amount of their financial contribution. Both in-kind and cash contributions from such third parties must be included in the budget.

4. EVALUATION OF PROPOSALS

The submitted proposals will be evaluated against exclusion, eligibility, selection and award criteria.

4.1 EXCLUSION CRITERIA

Potential applicants and partners may not participate in calls for proposals or be awarded grants if they are in any of the situations:

- a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;

³ For this purpose partners will have to issue mandates conferring powers of attorney for the purposes of the signature of the grant agreement to the representative of the coordinator.

- c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- e) they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- f) they are currently subject to an administrative penalty referred to in Article 96(1) of Council Regulation (EC, Euratom) No 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the general budget of the European Communities, as amended by Council Regulation (EC, Euratom) N° 1995/2006 of 13 December 2006 (OJ L 390/2006 of 30 December 2006) and Council Regulation (EC, Euratom) N° 1525/2007 of 17 December 2007 (OJ L 343/27.12.2007, p.9), due to having been guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in another grant or procurement procedure or failing to supply this information or due to having been declared to be in serious breach of their obligations under contracts covered by the budget.
- g) are subject to a conflict of interest;
- h) are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the grant procedure or fail to supply this information.

4.2 ELIGIBILITY CRITERIA

Proposals will be declared ineligible if they do not respect one of the following criteria. If a grant application is declared ineligible, it will not be considered for evaluation.

- a) Applicants must **respect the deadline** set for the submission of the applications. The applications must be submitted before **22 April** (see section 6.3);
- b) The **Applicant organisation and the Partners must each be eligible** to participate in the Daphne III Programme (legal status and country of origin);
- c) Projects must **involve at least two eligible organisations from at least two different EU Member States**;
- d) Projects must contribute to the **achievement of one of the general and specific objectives** of the "Daphne III Programme" 2007-2013 and/or **one of the thematic priorities** (see section 2);
- e) The Community grant applied for must be **lower or equal to 80% of the total eligible** cost of the project and be between EUR 75.000 and 300.000 for any 12-month period (between EUR 150.000 and 600.000 for a 24-month project).

- f) The applicant must have provided written proof, through the budget form, the Partner Declaration(s) and Co-financing Declaration(s), that it has secured co-financing of at least 20% of the total eligible costs of the project.
- g) Only proposals submitted on the **standard forms** accompanied by the annexes required in section 6.2 of this call for proposals will be taken into account.

4.3 SELECTION CRITERIA

The selection criteria will be the basis for assessing the applicant's ability to complete the proposed activity programme. The applicant must have:

- **operational and professional competencies** required to complete the proposed action (assessed on the basis of the CVs of the key staff involved in the project, the activity reports and other documents submitted by the applicant as evidence of its know-how);

- **financial capacity** to implement the proposed action (assessed on the basis of the applicant organisation's financial results in previous years and on the basis of the resources available to it for co-financing the project and financing all project-related expenditure until the moment of payment of the Commission's contribution). This requirement is not applicable to universities and public bodies.

Only proposals which satisfy the selection criteria will be further examined.

4.4 AWARD CRITERIA

Proposals that are eligible and meet the selection criteria will be assessed and will be ranked on the basis of the following award criteria, with a maximum number of points to be allocated under each criterion as indicated below:

	Max score
A. Quality of the proposed action regarding its conception, organisation, presentation and expected results	20
1. How well is the project conceived (in terms of the statement of project objectives, identification of beneficiary and target groups, preparatory work, awareness of the current state of knowledge and existing work in the specific area addressed)?	6
2. To what extent do the project objectives match the Daphne priorities for the current year?	4
3. Are the proposed activities suitably designed to achieve the stated objectives (whilst taking into consideration ethical issues)?	4
4. How well is the project implementation organised (in terms of methodology, workplan, timetable, partnership, monitoring and evaluation, risk analysis)?	6
B. Impact of the expected results on the general and specific objectives of the Programme	20
5. To what extent can the project's outputs and outcome be expected to have a positive impact on the project beneficiaries and target groups?	10
6. To what extent can the expected results make a positive contribution to	10

the objectives and thematic priorities of the Daphne III Programme?	
C. Innovation, including complementarity with other Community activities	10
7. Is the project innovative (in terms of objectives, subject area, partnership, geographical scope, methodology or outputs)?	6
8. To what extent does the project show awareness and/or take into account relevant EU policy areas, in addition to those addressed by Daphne?	4
D. European dimension: the geographical scope of the project in terms of partners, participants and target group and/or its added value at European level	20
9. To what extent do the project activities present a European dimension (e.g., in terms of geographical coverage, participant and target groups)?	10
10. To what extent do the organisations involved in the project make up a broad European partnership?	5
11. Does the proposal deserve support at European level (rather than at local or national level)?	5
E. Sustainability of the project: measures planned for the dissemination of the results and to ensure adequate follow-up of project outputs.	20
12. Are there effective plans in place for appropriate and timely dissemination or sharing of results?	10
13. Are the outputs and outcomes of the project likely to be sustainable?	10
F. Cost-effectiveness: Size and scope of the planned activities, in particular in terms of cost-effectiveness, considering the expected results	10
14. Are the budgeted costs relevant and adequate?	5
15. Does the project present good value for money?	5
Total score	100

Once the evaluation procedure is completed, (including receipt of the Programme Committee's opinion and the adoption of the Commission's decision) the Commission will inform each applicant of the final decision taken, including reasons for rejection, and of the next steps. The Commission will then set in motion the procedures necessary for preparation of the grant agreement (including dialogue with the applicant concerning any necessary technical and financial adjustments as well as procedures relating to expenditure commitments).

5. BUDGET AND FINANCIAL ASPECTS

5.1 BUDGETARY INFORMATION

In 2008, the indicative budget available for specific projects is EUR 11.944.160. The Commission's contribution towards a single project in any 12-month period cannot be less than EUR 75,000 nor greater than EUR 300,000. The Commission will determine the amount of financial assistance to be awarded, based on the available budget.

5.2 GENERAL PROVISIONS

- The Community's financial contribution may not exceed 80 per cent of the total direct eligible costs of the action. A minimum of 20 per cent of the total eligible costs must therefore be provided as a cash contribution, either from the applicant organisation and/or partners (co-beneficiaries), or from another donor source. Evidence should be provided by the Applicant through the signed Budget Form and signed Partner and/or Co-financing Declarations that the funding is secured⁴.
- Project funding is based on the principle of shared costs. If the amount awarded by the Commission is lower than the amount requested by the applicant, it is the responsibility of the applicant to find the additional amount required or to reduce the total cost of the project.
- Commission grants are attributed for non-commercial purposes only and projects must be strictly non-profit making. Profit is defined as a surplus of receipts over costs
- Co-financing of a project under the Programme cannot be combined with any other co-financing by another programme financed by the budget of the European Communities.
- As a general rule selected projects will begin once the grant agreement is signed or on an agreed specific date given in the agreement. Expenditure is eligible from the date given in the grant agreement. Any costs incurred before the agreement is signed may not be eligible.
- Contributions in kind are not taken into account in the calculation of the EC co-funding and are not considered as eligible costs.
- The Commission cannot reimburse any costs that have been incurred in non EU/EEA countries.

IMPORTANT NOTE: the following types of action will not be funded by the Commission:

- actions concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences, congresses;
- actions concerned only or mainly with individual scholarships for studies or training courses;
- actions concerned only or mainly with the core (day-to-day) activity of the applicant or its partners;

⁴ "Secured" means that funds in the applicants' accounts or any funds promised by a partner or donor (proved in writing by signing the co-financing declaration form) can only be subject to the condition of obtaining a grant under this call for proposals. Any additional condition will render the contribution non-secured. For co-funding from public authorities an additional condition of compliance with the relevant national budgetary regulations may be accepted.

- actions supporting individual political parties;
- actions through which the beneficiaries use the budget of the project to award grants under their own procedures and authority to third parties.

5.3 PAYMENT PROCEDURES

- As a general rule, the co-funding is provided in two instalments: a pre-financing payment of up to 70% of the Commission's contribution will be paid within 45 days of the countersignature of the grant agreement, and the balance will be paid once the Commission has accepted the final report and financial accounts.
- At the time of payment of the balance, the amount granted will be proportionate to the eligible costs of the project and will be reduced proportionally where the total eligible costs turn out to be lower than the total estimated costs.
- Sums due shall be paid within no more than forty-five calendar days (for the pre-financing)/ninety calendar days (for the final payment) by the Commission. On expiry of the time-limit, the creditor shall be entitled to late payment interest. This only applies to valid complete payment requests or invoices.

6. PRACTICAL INFORMATION ABOUT SUBMITTING AN APPLICATION

6.1 DOCUMENTS TO BE SUBMITTED:

Applications have to be submitted through the on-line application tool PRIAMOS. No applications (partial or entire) sent by fax or e-mail will be considered. Applicants should make sure that the applications are complete and all annexes are uploaded.

In case of technical impossibility to use the on-line tool, the application, together with all relevant annexes, must be uploaded onto a commonly used media (USB key, CD-Rom, etc.), printed out and sent to the Commission via registered post by the final deadline. In this case, please request a Grant Application Form from the helpdesk JLS-PRIAMOS-USM@ec.europa.eu.

Please note that the application submission period is still applicable and will be applied in the usual way of submitting via registered post.

6.2 LIST OF THE REQUIRED ANNEXES

Together with the duly completed Grant Application Form, the applicant must scan and upload the following annexes: (IMPORTANT: please note that Partner declaration form, Associate partner declaration form and co-financing declaration form need to be signed and scanned before uploading).

Please use the templates provided by the Commission:

1. Detailed project description
2. Keywords
2. a Partner declaration form
2. b Associate partner declaration form

3. Co-financing declaration form

4. Budget form and timetable

In addition, applicants should submit the following supporting documents, if they exist:

5. Financial statements or equivalent annual budget and financial report for the past 3 years (if applicable) that demonstrates the applicant's financial capacity (not applicable for universities and public authorities)

6. Curriculum vitae of key staff performing the work in connection with the project

7. Applicant's articles of association or statutes, as relevant

8. Certificate of legal registration of applicant organisation

9. List of members of the Board of Directors or executive officers;

10. Annual technical/narrative report of the applicant organisation for the previous year;

11. Most recent audit report by independent authorised firm of auditors.

NOTE:

The details and the explanations concerning the annexes to be provided by the applicant are available in the '**Guide for submitting applications**'.

All necessary documents and templates can be accessed and downloaded from the Daphne III website at the following address:

http://ec.europa.eu/justice_home/funding/daphne3/funding_daphne3_en.htm

6.3 DEADLINE FOR SUBMITTING APPLICATIONS

The deadline for submitting the application is 22 April 2009, 24:00 CET

In the case of technical impossibility of using the on-line tool, the applications form and all the relevant annexes must be uploaded on a commonly used media (USB-Stick, CD-Rom, DVD-Rom etc) **AND** printed out and sent to us in a sealed envelope/package by registered mail, private courier service or by hand-delivery at the address below⁵.

⁵ Please note that applications sent by post must be sent to the Commission in one envelope/package by registered mail, private courier service or by hand delivery at the address indicated in this section. Applications must be sent to the Commission in one envelope and must be clearly marked "'Application under Daphne III– Specific Transnational Projects - Call JLS/DAP/2008-1'".

By registered mail or courier service		By hand
European Commission DG Justice, Freedom and Security Unit JLS/D/4 LX 46 08/050 B-1049 Brussels Belgium Postal stamp at the latest 22 April 2009 24:00 CET	OR	European Commission Central Mail Department (Registered post) Att: DG JLS/D/4 Avenue du Bourget, 1 B-1140 Brussels (Evere) Belgium Delivery at the latest by 16:00 CET

Please note that the application submission period is still applicable and will be applied in the usual way of submitting via registered post or courier service (as evidenced by postmark or deposit slip).

6.4 FOR FURTHER INFORMATION

Directorate General Justice, Freedom and Security website:

http://ec.europa.eu/dgs/justice_home/index_en.htm

The **Daphne III Programme** website:

http://ec.europa.eu/justice_home/funding/daphne3/funding_daphne3_en.htm

The **Daphne Toolkit**, which includes descriptions, lessons and comments on completed Daphne projects, as well as useful links, ‘tools and tips’ and multimedia materials from the projects:

http://ec.europa.eu/justice_home/daphnetoolkit/

Frequently Asked Questions (FAQ): Questions that may be relevant to other applicants, together with the answers, is published on the internet at the Daphne website.

6.5 HELPDESK

Questions regarding registration and application via PRIAMOS may be sent to:

JLS-PRIAMOS-USM@ec.europa.eu

Questions regarding the call for proposals may be sent by e-mail to the address below:

JLS-DAPHNE@ec.europa.eu

The Commission shall reply according to the Code of good administrative behaviour within 15 working days from the receipt of the question.

In the interest of equal treatment of applicants, the Commission cannot give a prior opinion on the eligibility of an applicant, a partner or an action.

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