



## CALL FOR PROPOSALS

Grants for awareness raising campaign on defined areas  
BH8710/2021/21GA

<b>Project</b>	Combating violence against children in the Republic of Moldova
<b>Awarding entity</b>	<b>COUNCIL OF EUROPE</b> DGII Children's Rights Division
<b>Funding</b>	Council of Europe Action Plan for the Republic of Moldova 2017 – 2020
<b>Duration</b>	Projects shall be implemented by 15 October 2021. Reporting requirements shall be completed by 01 November 2021.
<b>Estimated starting date</b>	07 June 2021
<b>Issuance date</b>	09 April 2021
<b>Deadline for applications</b>	02 May 2021

# TABLE OF CONTENTS

I. INTRODUCTION.....	3
II. BACKGROUND INFORMATION ON THE COUNCIL OF EUROPE PROJECT .....	3
III. BUDGET AVAILABLE .....	3
IV. REQUIREMENTS .....	3
1. General objective .....	3
2. Means of action.....	4
3. Implementation period .....	4
4. Target stakeholders .....	4
5. Budgetary requirements .....	5
6. Further to the general objective, preference will be given to: .....	5
7. The following types of action will not be considered: .....	5
8. Funding conditions:.....	5
9. Reporting requirements:.....	5
V. HOW TO APPLY?.....	6
1. Documents to be submitted:.....	6
2. Questions.....	7
3. Deadline for submission.....	7
4. Change, alteration and modification of the application file.....	7
VI. EVALUATION AND SELECTION PROCEDURE .....	7
1. Exclusion criteria: .....	7
2. Eligibility criteria: .....	8
3. Award criteria .....	8
VII. NOTIFICATION OF THE DECISION AND SIGNATURE OF GRANT AGREEMENTS.....	9
VIII.INDICATIVE TIMETABLE .....	9

## APPENDICES:

- Appendix I - Application Form
- Appendix II - Provisional budget (Template)
- Appendix III - Template Grant Agreement (for information only)

## HOW TO APPLY?

- Complete and sign the **Application Form** (See **Appendix I**)
- Attach a provisional budget (using the template reproduced in **Appendix II**)
- Attach the other supporting documents:
  - Certificate(s) of registration as a non-profit organisation;
  - Bank statement confirming the existence of the bank account in Euro in the name of the applicant (organisation);
  - CVs of staff members who will be involved in project implementation;
  - Evidence of the organisation's record and experience in the field of prevention and combating child sexual abuse and exploitation (for the grant in the field of sport) and online child sexual abuse and exploitation (for the grant on online environment);
- Send these documents in electronic form (Word and/or PDF) to the following e-mail address: [lucia.popescu@coe.int](mailto:lucia.popescu@coe.int). Emails should contain the following reference in subject: BH8710/2021/21GA – Call for proposals – Council of Europe
- Applications must be received **before 23:59 EEST on 02 May 2021.**

## I. INTRODUCTION

This call for proposals is launched in the framework of the Council of Europe Project “Combating violence against children in the Republic of Moldova”. It aims to co-fund national initiatives aimed at raising awareness about child sexual abuse in sport and in the digital environment.

The current call for proposals aims to support the implementation of national initiatives by non-governmental organisations in the Republic of Moldova. Selected non-governmental organisations will implement projects to raise awareness on child sexual exploitation and abuse in sport, as well as in online environment and provide targeted activities, tools and instruments. The Grantees will remain responsible for administration of the funds which have been granted.

Project proposals shall aim to produce an added value to the Council of Europe efforts in this domain.

Project proposals shall aim to produce an added value to the Council of Europe efforts in this domain in compliance with the provisions of the articles of the Council of Europe Convention on the Protection of Children against Sexual Exploitation and Sexual Abuse (Lanzarote Convention), ratified by the Republic of Moldova in 2011.

## II. BACKGROUND INFORMATION ON THE COUNCIL OF EUROPE PROJECT

The project Combating violence against children in the Republic of Moldova (Project) supports strengthening the country’s child protection framework and judicial system with focus on the protection of children against sexual violence, promotion of child-friendly justice practices and the rights of the child in the digital environment. It is a direct follow-up to the project Protecting children from sexual exploitation and sexual abuse in the Republic of Moldova (2018-2020) and builds on the experience and findings revealed during this Phase I.

It has four key components focusing on awareness and prevention; legal and policy framework; interagency cooperation and training and capacity building.

The Project aims to support authorities, professionals and the civil society to prevent and protect children against violence, focusing on sexual exploitation and abuse, including in the digital environment. Building on the results of the previous project, the action is focused on the effective implementation of the Council of Europe Convention on the Protection of children against sexual exploitation and sexual abuse (Lanzarote Convention), to which the Republic of Moldova is a party since 2011.

Detailed information about Project activities is available at <https://www.coe.int/en/web/chisinau/combating-violence>

## III. BUDGET AVAILABLE

The indicative available budget under this call for proposals is 35 000 Euros (thirty five thousand Euros).

The Council of Europe intends to award **two grants** of a maximum amount of 20 000 Euros (twenty thousand Euros) for the grant in online environment and 15 000 Euros (fifteen thousand Euros) for the grant in sport.

Subject to availability of funds and extension of the Project initial duration, the Council of Europe reserves the right not to award all available funds, and/or to redistribute the available funds in a different manner depending on the project proposals received and on the outcome of the call for proposals.

## IV. REQUIREMENTS

### 1. General objective

The grants will fund projects designed to raise awareness:

- on the phenomenon of child sexual exploitation and abuse (CSEA) in the area of sport, its prevention, including its risks and consequences. The activities shall increase visibility and promote the Council of Europe's materials and videos in the Republic of Moldova among professionals working in sport area, through different events. Activities could include organisation of surveys or development of tools for professionals working in the area of sport;
- promote the rights of the child in the digital environment. The activities will include development of tools to promote messages of online safety of children to be shared among children / professionals working for and with children.

## **2. Means of action**

Projects may include, without limitation, the following activities:

For the area of sport:

- Organisation of activities, promotions and events (for example, workshops, trainings, forums, seminars, interactive sessions, campaigns on social media platforms, etc.).
- Development and distribution of materials.
- Development of tools (e.g. guidelines/training curricula/code of ethics) for professionals working with children.
- Organisation of surveys for the target groups.
- Conducting interviews.
- Visibility actions.

For online environment:

- Production of videos.
- Organisation of activities, promotions and events (for example, workshops, trainings, forums, seminars, interactive sessions, campaigns on social media platforms, etc.).
- Development and distribution of campaign materials.
- Production of media content.
- Organisation of surveys for the target groups.
- Conducting interviews.
- Visibility actions.

## **3. Implementation period**

The implementation period of the projects should start on 7 June 2021 (see indicative timetable under VIII. below) and shall not extend beyond 15 October 2021.

Reporting requirements shall be completed and submitted to the project team on 01 November 2021 **at the latest**.

Projects completed prior to the date of submission of the applications will be automatically excluded. As regard projects started prior to the date of submission of the applications, or prior to the date of signature of the grant agreement, only those costs incurred after the date of submission of the grant application could be eligible (provided the agreement concerned so provides).

## **4. Target stakeholders**

Projects should target in particular the following key stakeholders:

For sport area:

- Children.
- Sport teachers.

- Coaches.
- Parents.

For online environment:

- Children.
- Teachers.
- Parents.

The above list is not exhaustive and projects may propose to target other relevant stakeholders, while observing the general objective of the Project.

## **5. Budgetary requirements**

Project proposals shall be accompanied by a draft budget (See **Template Budget, in Appendix II**) amounting to a maximum of 20 000 Euros (twenty thousand Euros) for the grant in online environment and 15 000 Euros (fifteen thousand Euros) for the grant in sport. The estimated budget must be consistent, accurate, clear, complete and cost-effective, in the light of the activities proposed.

**Each Grantee shall also be required to contribute to the project either by way of its own resources or by contribution from third parties. Co-financing may take the form of financial or human resources, in-kind contributions or income generated by the action or project.**

## **6. Further to the general objective, preference will be given to:**

- Projects/actions presenting efficient models of cooperation.
- Projects/actions with concrete, practical results and measurable sustainability of the results.
- Projects/actions incorporating gender mainstreaming.
- Projects/actions furthering the practical application of Council of Europe standards.

## **7. The following types of action will not be considered:**

- Projects/actions providing financial support to third parties (re-granting schemes).
- Projects/actions concerning only or mainly individual scholarships for studies or training courses.
- Projects/actions supporting political parties.
- Projects/actions supporting academic research and/or academic publications.
- Projects/actions not corresponding to the call for proposal's objectives.

## **8. Funding conditions:**

The funds for each grant should in principle be distributed as follows:

- 50 % will be paid to the Grantee after the Grant Agreement between the Parties is signed;
- the final balance will be paid based on the actual expenditures incurred, and after the presentation and acceptance by the Council of Europe of the final narrative and financial reports for the Grant implementation.

## **9. Reporting requirements:**

- **narrative reporting** requires a full narrative report on the use made of the grant and a copy of the register of the persons present during each of the activities, including names and signatures of participants;

- **financial reporting** requires in particular a statement in the currency in which the Grant Agreement will be concluded (Euros and local currency), in English, stating the payments made for the implementation of the activities, certified by the responsible financial officer of the Grantees, accompanied by “appropriate original supporting documents” (see below). The Council of Europe reserves the right to ask for summary translations of invoices into English. If for legal reasons the original documents must be retained by the Grantees, certified copies must be submitted with the financial statement.

“Appropriate original supporting documents” refers to signed contracts, invoices and acceptances of work (for all transactions), payment authorisation for all transactions should also be provided in case the Grantees use such practice, and reliable evidence of payment (authorised payment order and bank statement).

As regards round tables / conferences, presenting “appropriate original supporting documents” requires presentation of a programme indicating the title, dates, venue, and agenda of the event; the names of persons facilitating the event, a signed list of participants, the contracts with the owner of venue of the event (e.g. hotel) for the rent of premises, food and beverages of participants, invoices from the owner of the venue of the event for the above services, and a report on the results of the event (see narrative reporting above).

As regards consultancy services, presenting “appropriate original supporting documents” requires presentation of evidence of the outputs produced, contracts with experts and consultants containing a specific description of services to be carried out, invoices produced after the works have been performed and delivered (the specialities of the consultants shall correspond to the nature of activities for which they are contracted).

As regards travel fees / lodging of experts and participants, presenting “appropriate original supporting documents” requires presentation, where relevant, of contracts with a travel agency for travel fees and lodging, invoices of the travel agency indicating destinations, dates, ticket costs, and names of the travelling persons, a programme of the event indicating the names of the experts and signed lists of participants.

The above description is not comprehensive. Any doubt regarding the interpretation of the notion of “appropriate original supporting documents” should lead the Grantee or the Lead Grantee in case of a consortium to consult the Council of Europe.

## V. HOW TO APPLY?

### 1. Documents to be submitted:

Each application shall contain:

- the completed and signed **Application Form** (See **Appendix I**), which shall provide explicitly the **precise grant for which it is applied**;
- the estimated budget (using the template reproduced in **Appendix II**);
- the other supporting documents:
  - Registration document of the NGO;
  - Bank statement confirming the existence of the bank account in Euros in the name of the applicant (organisation);
  - CVs of the person delegated to ensure the co-ordination of the project, and the key staff to be involved in project implementation (same format for the whole team);

- Evidence of the organization's record and experience in the field of prevention and combating of child sexual abuse and exploitation (for the grant in the area of sport) or online child sexual abuse or exploitation (for the grant on online environment).

**Applications shall be submitted in English<sup>1</sup>. Applications that are incomplete will not be considered.**

## **2. Questions**

General information can be found on the website of the Council of Europe Project: <https://www.coe.int/en/web/chisinau/combating-violence>.

Other questions regarding this specific call for proposals must be sent at the latest **one week before the deadline** for the submission of proposals, in English, and shall be exclusively sent to the following address: [lucia.popescu@coe.int](mailto:lucia.popescu@coe.int), with the following reference in subject: QUESTIONS: BH8710/2021/21GA – Call for proposals – Council of Europe.

## **3. Deadline for submission**

The application form, **completed and signed**, together with the supporting documents, must be submitted in electronic form (Word and/or PDF) to the following e-mail address: [lucia.popescu@coe.int](mailto:lucia.popescu@coe.int). Emails should contain the following reference in subject: **BH8710/2021/21GA – Call for proposals – Council of Europe**.

Applications must be received **before 23:59 EEST on 02 May 2021**. Applications received after the above mentioned date will not be considered.

## **4. Change, alteration and modification of the application file**

Any change in the format, or any alteration or modification of the original application file, will cause the immediate rejection of the application concerned.

## **VI. EVALUATION AND SELECTION PROCEDURE**

The projects presented will be assessed by an Evaluation Committee composed of three staff members of the Council of Europe.

The procedure shall be based on the underlying principles of grant award procedures, which are transparency, non-retroactivity, non-cumulative awards, not-for-profit, co-financing and non-discrimination, in accordance with [Rule 1374 of 16 December 2015 on the grant award procedures of the Council of Europe](#).

The applicants, and their projects, shall fulfil all of the following criteria:

### **1. Exclusion criteria:**

Applicants shall be excluded from the grant award procedure where they or, in the case of legal persons, their owner(s) or executive officer(s):

- a. have been sentenced by final judgment on one or more of the following charges: participation in a criminal organisation, corruption, fraud, money laundering, terrorist financing, terrorist offences or offences linked to terrorist activities, child labour or trafficking in human beings;

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<sup>1</sup> Except registration documents, bank statement and organization's record and experience in the relevant fields, which could be submitted in Romanian.

- b. are in a situation of bankruptcy, liquidation, termination of activity, insolvency or arrangement with creditors or any like situation arising from a procedure of the same kind, or are subject to a procedure of the same kind;
- c. have received a judgement with res judicata force, finding an offence that affects their professional integrity or constitutes a serious professional misconduct;
- d. do not comply with their obligations as regards payment of social security contributions, taxes and dues, according to the statutory provisions of the country where they are established.

By signing the Application Form, applicants shall declare on their honour that they are not in any of the above-mentioned situations (See **Appendix I, Item <12. Declaration>**).

The Council of Europe reserves the right to ask applicants at a later stage to supply the following supporting documents:

- for the items set out in paragraphs a), b) and c), an extract from the record of convictions or failing that an equivalent document issued by the competent judicial or administrative authority of the country where the applicant is established, indicating that these requirements are met;
- for the items set out in paragraph d), a certificate issued by the competent authority of the country of establishment.

## **2. Eligibility criteria:**

In order to be eligible for a grant, an applicant must:

- be legally constituted as a non-governmental organisation;
- be entitled to carry out activities described in its project proposal;
- have been active for at least **three years** in the field of protection of children from violence and/or sexual exploitation and sexual abuse – for the grant in sport, and online child sexual exploitation and abuse – for the grant in online environment, including experience of implementation of projects funded by international donors;
- have sufficient financial capacity (stable and sufficient sources of funding) to maintain its activity throughout the period for which the grant is awarded and to participate by way of its own resources (including human resources or in-kind contributions);
- have sufficient operational and professional capacity, including staff, to carry out activities described in its project proposal;
- have a bank account in Euro in the name of the applicant (organisation).

**Multiple applications are not allowed and shall lead to the exclusion of all applications concerned.**

## **3. Award criteria**

Applications will be assessed against the following criteria:

- the relevance and added value of the project with regard to the objective of the call (30 %)
- the extent to which the action meets the requirements of the call (30 %);
- the quality, accuracy, clarity, completeness and cost-effectiveness of the application and the estimated budget (20 %);
- the relevance of the experience of the applying organisation(s) and staff (20 %).



## VII. NOTIFICATION OF THE DECISION AND SIGNATURE OF GRANT AGREEMENTS

On completion of the selection process, all applicants will be notified in writing of the final decision concerning their respective applications as well as on the next steps to be undertaken.

The selected Grantees will be invited to sign a Grant Agreement (See Appendix III, for information only), formalising their legal commitments. **Potential applicants are strongly advised to read the draft contract, in particular its requirements in terms of payment and reporting.**

## VIII. INDICATIVE TIMETABLE

<b>Phases</b>	<b>Indicative timing</b>
<b>Publication of the call</b>	09 April 2021
<b>Deadline for submitting applications</b>	02 May 2021
<b>Information to applicants on the results of the award procedure</b>	01 June 2021
<b>Signature of the grant agreements</b>	07 June 2021
<b>Implementation period</b>	07 June – 15 October 2021

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