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by the Council of Europe

## CALL FOR PROPOSALS

Grants for the development of initiatives in the framework of the Global Education Week  
NSC/JP2020/ILEGENDII/MG01

<b>Project</b>	JP 2019 - Joint Programme of the European Union and the Council of Europe “ <b>I</b> LEGEND II: Intercultural Learning Exchange through Global Education, Networking and Dialogue” <b>COUNCIL OF EUROPE</b>
<b>Awarding entity</b>	North-South Centre
<b>Funding</b>	EUR 25 000 EUR
<b>Duration</b>	Actions shall be implemented by 20 November 2020 Reporting requirements shall be completed by January 2021
<b>Estimated preparatory phase of activity</b>	Upon signature of the grant agreement
<b>Estimated starting date of activity</b>	16 November 2020
<b>Issuance date</b>	07 August 2020
<b>Deadline for applications</b>	14 September 2020



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## APPENDICES:

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

### WHO CAN APPLY?

### 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:
  - Scanned copy of organisational statute
  - Latest narrative and financial report
  - List of team members involved in the activity with profile description
  - Communication plan
- Send these documents in electronic form (Word and/or PDF – **All pages should be signed with a short signature and page 7 of Appendix I should be signed in full**) to the following e-mail address: [nscinfo@coe.int](mailto:nscinfo@coe.int). Emails should contain the following reference in subject: Call for proposals: iLegend GEW2020 Grant.
- Applications must be received **before 14 September 2020** (at midnight CET).

## **I. INTRODUCTION**

### **The Global Education programme of the North-South Centre**

The North-South Centre's objective as regards global education is to develop, enhance and sustain global education strategies and capacity-building, targeting institutions and practitioners in the formal, non-formal and informal sector.

The activities of the Global Education programme are relayed by the national coordinators of the [Global Education Network](#) (GEN). The network encompasses key national level stakeholders, who, throughout Europe, share global education strategies and practices.

### **What is Global Education?**

Global education is understood to encompass Development Education, Human Rights Education, Education for Sustainability, Education for Peace and Conflict Prevention and Intercultural Education; all being the global dimension of Education for Citizenship. Global education addresses the growing interconnectedness between local and global realities. It enables citizens, learners and educators to understand world issues while providing the knowledge, skills, values and attitudes desirable to face and deal with global problems.

One of the core competencies of global education is the ability to understand facts holistically, fostering multi-perspectivity and the deconstruction of stereotypes. It helps learners to understand the intricacy of the world, be aware of contradictions and uncertainties and understand that there is no one-dimensional solution for complex problems. It also equips them to deal with a cultural variety of languages and codes so that intercultural understanding can be achieved.

### **iLegend II**

iLegend II - Intercultural Learning Exchange through Global Education, Networking and Dialogue (2019-2022) Joint programme of the European Union and the Council of Europe for the promotion of Global Education, co-funded by the European Union and the Council of Europe and implemented by the North-South Centre of the Council of Europe.

### **Global Education Week**

As part of the Global Education Programme of the North-South Centre of the Council of Europe, and the iLegend II, the Global Education Week (GEW) is an annual campaign which aims to support practitioners and activists to successfully design, implement and carry out global education awareness raising initiatives and learning activities, during the third week of November. It is a call to rethink our habits and ways of living, spending and consuming but also find new ways of education and socialisation. It relates to the 17 United Nations Sustainable Development Goals (SDG's) that aim to eliminate extreme poverty, reduce inequalities and combat the threat of climate change by 2030.

During the GEW, citizens, formal and non-formal educators across schools, youth organizations, development organizations, local and national governments, community and faith-based organizations and other stakeholders are invited to develop awareness-raising events through a number of activities such as live debates and talks, short-movie festivals, poster competitions, global lectures, workshops, social media campaigns and much more.

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

The call for grants aims to support regional, national and/or local initiatives carried out in the framework of the annual [Global Education Week](#) from the 16-20 November 2020, with the objective to raise awareness about global development education in Europe.

It is held under the overarching motto of the GEW “ **It’s our world, let’s take action together!** ” and in accordance with the 2030 Agenda for Sustainable Development 5 development pillars (people, planet, prosperity, peace and partnerships). Every year a specific theme is agreed during the GEN annual meeting. For 2020 the specific theme is related to Youth participation and empowerment.

## III. BUDGET AVAILABLE

The indicative available budget under this call for proposals is 25 000 EUR (twenty-five thousand Euros). The Council of Europe intends to award five micro-grant(s) of a maximum amount of 5 000 EUR (five thousand Euros) each.

The Council of Europe reserves the right not to award all available funds, and/or to redistribute the available funds in a different manner.

## IV. REQUIREMENTS

### 1. General objective

The grants will support **regional, national and/or local initiatives carried out in the framework of the annual Global Education Week** with the objective to raise awareness about global development education in Europe, in accordance with the 2030 Agenda for Sustainable Development 5 development pillars (people, planet, prosperity, peace and partnerships) and in accordance to the theme of the GEW 2020 edition: Youth participation and empowerment.

### 2. Means of action

Types of eligible activities:

- Campaigns
- Conferences
- Roundtables
- Trainings (general, peer-to-peer, seminar, technical, trainers)
- Workshops
- Short-movie festivals

Participants may refer to the [GEW toolkit](#) as a reference to plan the activity.

### 3. Implementation period

The implementation period of the actions should start on 16 November 2020 and their preparatory phase upon signature of the grant agreement (see indicative timetable under VIII. below) and shall not extend beyond 20 November 2020.

Reporting requirements shall be completed on 31 January 2021 at the **latest**.

Activities cannot start prior to the date of signature of the grant agreement.

#### 4. Target stakeholders

Activities should target in particular the following key stakeholders:

- public entities and/or civil society organisations active in the global development education;
- education practitioners (formal and non-formal) from one of the following countries
  - o EU member State country (Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden);
  - o Candidate country (Albania, Montenegro, North Macedonia, Serbia, Turkey);
  - o Potential candidate country (Bosnia and Herzegovina, Kosovo\*).

#### 5. Budgetary requirements

Activity proposals shall be accompanied by a draft budget (See **Template Budget, in Appendix II**) amounting to a maximum of 5 000 EUR (five thousand Euros). The estimated budget must be consistent, accurate, clear, complete and cost-effective, in the light of the activities proposed.

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

Activities which involve:

- learning communities/multipliers
- social communities
- local/national political representatives or decision makers
- local/national media
- local/national entrepreneurs
- influencers/digital activists

Activities which are replicable

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

- Actions providing financial support to third parties (re-granting schemes);
- Actions concerning only or mainly individual scholarships for studies or training courses;
- Actions supporting political parties.

#### 8. Funding conditions:

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

- 70 % will be paid when the Grant Agreement between the two parties is signed;
- the balance (30 %) will be paid based on 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<sup>1</sup>:

- **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;

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<sup>1</sup> Templates provided as Appendix.

\* All reference to Kosovo, whether to the territory, institutions or population, in this text shall be understood in full compliance with United Nations Security Council Resolution 1244 and without prejudice to the status of Kosovo.

- **financial reporting** requires in particular a statement in the currency in which the Grant Agreement will be concluded (Euros or local currency), in English, stating the payments made for the implementation of the activities, certified by the responsible financial officer of the Grantee, accompanied by “appropriate original supporting documents”<sup>2</sup>. 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 Grantee, certified copies must be submitted with the financial statement.

## V. HOW TO APPLY?

### 1. Documents to be submitted:

Each application shall contain:

- the completed and signed **Application Form** (See **Appendix I**);
- a provisional budget (using the template reproduced in **Appendix II**);
- the other supporting documents:
  - Scanned copy of organisational statute
  - Latest narrative and financial report
  - List of team members involved in the action with profile description
  - Communication plan

**Applications that are incomplete will not be considered.**

### 2. Questions

General information can be found on the website of the North-South Centre of the Council of Europe: <https://www.coe.int/en/web/north-south-centre/home>.

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 or French and shall be exclusively sent to the following address: [nscinfo@coe.int](mailto:nscinfo@coe.int), with the following reference in subject: Call for proposals: iLegend GEW2020 Grant.

### 3. Deadline for submission

All pages of the application form must be **completed and signed**, and with the supporting documents, submitted in electronic form (Word and/or PDF) to the following e-mail address: [nscinfo@coe.int](mailto:nscinfo@coe.int). Emails should contain the following reference in subject: Call for proposals: iLegend GEW2020 Grant.

Applications must be received **before 14 September2020** (at midnight CET). Applications received after the above-mentioned date will not be considered.

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<sup>2</sup>“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 Grantee uses 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 to consult the Council of Europe.

#### **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 Actions presented will be assessed by an Evaluation Committee composed of three members of the North-South Centre.

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 Actions, shall fulfil all of the following criteria:

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

Applicants shall be excluded from the grant award procedure where they:

- a. have been sentenced by final judgment on one or more of the following charges: participation in a criminal organisation, corruption, fraud, money laundering;
- 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;
- e. are or if their owner(s) or executive officer(s), in the case of legal persons, are included in the lists of persons or entities subject to restrictive measures applied by the European Union (available at [www.sanctionsmap.eu](http://www.sanctionsmap.eu)).

By signing the Application Form, applicants shall declare on their honour that they are not in any of the above-mentioned situations.

**Applications submitting a budget proposal beyond 5 000 Euros will be excluded**

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;
1. for the items set out in paragraph e);
    1. for natural persons, a scanned copy of a valid photographic proof of identity (e.g. passport)
    2. for legal persons, an extract from the companies register or other official document proving ownership and control of the applicant.

## **2. Eligibility criteria:**

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

- be a civil society organisation, public entity or education practitioner with proven experience in the global education/ global development education;
- be based in a EU member State country (Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden), in a candidate country (Albania, Montenegro, North Macedonia, Serbia, Turkey) or potential candidate (Bosnia and Herzegovina, Kosovo\*);
- assure that the action is implemented in one of the countries mentioned above;
- ensure target beneficiaries are from the above-mentioned countries;
- have enough capacities (funding, operational and professional) to carry out the proposal throughout the stipulated period;
- have a bank account in the name of the organisation or its representative in one of the above-mentioned countries.

**If multiple applications are received only ONE will be awarded by applicant.**

## **3. Award criteria**

Applications will be assessed against the following criteria:

- relevance and sustainability of their activity proposal with regard to the objective of the call (40%);
- the action has a clear follow-up after its implementation or is part of a long-term sustainable plan (20%);
- the relevance of the experience of the applying organisation(s) and staff (20%);
- the quality, accuracy, clarity, completeness and cost-effectiveness of the application and the estimated budget (20%).

Additional criteria:

- complementarity and/or cooperation with other initiatives and/or organisations in the target countries and NSC Member States, in particular DEAR projects;
- gender mainstreaming in initiatives.



## 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>	7 August 2020
<b>Deadline for submitting applications</b>	14 September 2020
<b>Information to applicants on the results of the award procedure</b>	28 September 2020
<b>Signature of the grant agreements</b>	30 September 2020
<b>Preparatory phase</b>	Upon signature of the grant agreement
<b>Implementation period</b>	16-20 November 2020
<b>Final narrative and financial report</b>	31 January 2021

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