



CALL FOR PROPOSALS

Organisation of the Third Workshop “Youth advocacy and campaigning for the abolition of the death penalty”
(Strasbourg, France)
JHRI/01/2025

Project	“Death is not justice: abolition of the death penalty in Europe and beyond”
Awarding entity	COUNCIL OF EUROPE DGI, Department for the Implementation of Human Rights, Justice and Legal Co-operation standards
Funding	VC
Duration	Projects shall be implemented by 15 June 2025. Reporting requirements shall be completed by 30 June 2025.
Estimated starting date	15 March 2025
Issuance date	13 February 2025
Deadline for applications	28 February 2025

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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:
 - Summary of previous experience in organising similar activities;
 - Proposed detailed draft agenda of the Workshop
- Send these documents in electronic form (Word .and/or PDF) to the following e-mail address: dgi-coordination@coe.int. Emails should contain the following reference in subject: JHRI/01/2025.
- Applications must be received **before 28 February 2025 (at 23.00 CET)**.

I. INTRODUCTION

This call for proposals is launched in the framework of the Council of Europe Project “Death is not justice: abolition of the death penalty in Europe and beyond”. It aims to co-fund the organisation of a third Workshop “Youth advocacy and campaigning for the abolition of the death penalty”.

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

II. BACKGROUND INFORMATION ON THE COUNCIL OF EUROPE PROJECT

The Council of Europe is one of the global standard bearers of the abolitionist cause. Together with its Member States, it has created a death penalty free zone in Europe, with the last execution carried out in 1997. It was the European Court of Human Rights which first formulated a link between the death penalty and ill-treatment, which now serves as a tool to promote abolition worldwide. At the 4th Summit held in May 2023 in Reykjavik, the Heads of States and Governments decided that the Council of Europe should give a new impetus to the fight against the death penalty and contribute more to the universal abolition.

The Project “Death is not justice: abolition of the death penalty in Europe and beyond” is aimed at raising the awareness on death penalty and its negative impact on the society, the rule of law and the criminal justice system among the general public of the Council of Europe Member States and third countries with which the Council of Europe has an active co-operation (Tunisia, Morocco), as well as of Belarus (through partners in Belarusian civil society and diaspora in the Council of Europe Member States). The project has a special focus on youth, civil society activists and legal professionals. The methodology includes public awareness-raising campaigns and publications, thematic seminars for civil society and legal professionals, awareness-raising workshops on the side lines of political events.

In [2023](#) and [2024](#), the Council of Europe organised in Strasbourg, at the premises of the European Youth Centre, workshops with the overall aim to promote the Council of Europe’s efforts towards a global abolition of the death penalty and to create a network of young ambassadors to continue the fight for the abolition across Europe and the world.

The third Workshop for up to 50 students and young representatives of civil society on the work of the Council of Europe towards an abolition of the death penalty worldwide will be held in Strasbourg on 3-6 June 2025.

III. BUDGET AVAILABLE

The indicative available budget under this call for proposals is 30 000 (thirty thousand) Euros. The Council of Europe intends to award one grant of a maximum amount of 30 000 (thirty thousand) Euros.

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 grant will fund a project designed to organise in Strasbourg on 3-6 June 2025, in co-ordination with the Council of Europe, a third Workshop for up to 50 students and young representatives of civil society on the work of the Council of Europe towards the abolition of the death penalty worldwide.

2. Means of action

The Project shall include the development of an interactive agenda that will employ a combination of lecture-style presentations and other training techniques aimed and the promotion of the Council of Europe abolitionist agenda, as well as general criteria for selecting the participants, and the indication of how the selection process will be organised.

3. Implementation period

The implementation period of the projects should start on 15 March 2025 (see indicative timetable under VIII. below) and shall not extend beyond 15 June 2025.

Reporting requirements shall be completed on 30 June 2025 **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:

- Young graduates and/or young political and civil society activists residing in one of the Council of Europe 46 member States

The above list is not exhaustive, and projects may propose to target other relevant stakeholders, while keeping in mind 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 30 000 (thirty thousand) Euros. 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.

Proposed budgets should not include costs related to the rent of premises and interpretation, as these costs will be covered directly by the Council of Europe.

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

- Projects/actions proposed by civil society organisation(s) with: a) experience of working with the subject of the abolition of the death penalty; b) experience in organising international multi-day training events for youth.

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.

8. Funding conditions:

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

- 70 % will be paid to the Grantee or the Lead Grantee in case of a consortium when the Grant Agreement between the Parties is signed;
- the balance will be paid to the Grantee or the Lead Grantee in case of a consortium 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:

- **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 or 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**);
- a provisional budget (using the template reproduced in **Appendix II**);
- other supporting documents:
 - Summary of previous experience in organising similar activities;
 - Proposed draft agenda of the Workshop

Applications that are incomplete will not be considered.

2. Questions

General information can be found on the website of the Council of Europe: www.coe.int (general); <https://www.coe.int/en/web/abolition-death-penalty/> (abolition of the death penalty)

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: questions-dgi-coordination@coe.int, with the following reference in subject: JHRI/01/2025.

3. Deadline for submission

The application form, **completed and signed by all Grantees**, together with the supporting documents, must be submitted in electronic form (Word and/or PDF) to the following e-mail address: dgi-coordination@coe.int. Emails should contain the following reference in subject: JHRI/01/2025.

Applications must be received **before 28 February 2025 (at 23.00 CET)**. 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 (3) 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;

- 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 an entity created to circumvent tax, social or other legal obligations (empty shell company), have ever created or are in the process of creation of such an entity;
 - f) have been involved in mismanagement of the Council of Europe funds or public funds;
1. are included in the lists of persons or entities subject to restrictive measures applied by the European Union (available at 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 (See **Appendix I, Item 12**).

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), c) and f), 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 legally constituted as a non-governmental organisation in one of the Council of Europe member States
- be entitled to carry out activities described in its project proposal;
- have been active for at least five (5) years in the field of the abolition of the death penalty and youth-related activities;
- 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.

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 extent to which the proposed action (proposed contents of the Workshop) meets the requirements of the call (50%);
- 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 (30%).

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

Phases	Indicative timing
Publication of the call	13 February 2025
Deadline for submitting applications	28 February 2025
Information to applicants on the results of the award procedure	6 March 2025
Signature of the grant agreements	14 March 2025
Implementation period	15 March 2025

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