European Union – Council of Europe Joint Project on Fostering Civil Society Participation in Access to Justice in Türkiye: Enhancing Human Rights in the Context of Migration and Environmental Justice

Questions Received and Responses
Grants to Enhance Access to Justice, Legal and Other Services in The Context of Migration in Türkiye

Question 1

Will the online information session held on 29 July 2026 be made available to applicants?

We were unfortunately unable to attend the online information session on 29 July 2026 regarding the Council of Europe grant rules and procedures. If the session was recorded, would it be possible to access the recording to support the preparation of our proposal?

Response 1

The online information session held on 29 July 2026 was recorded. The recording, together with the presentation materials, is now available on the relevant Call for Proposals webpage. Applicants may access these resources to support the preparation of their proposals.

https://coe-int.zoom.us/rec/share/TENds2hXl7EaxTk58j1wfKjI8-aAg8I7n8OpeKcBCUyeX6sC5ao8gJO80ImQ-9TR.tdp-fpL5ygdamLHN

Question 2

The guidelines state that co-financing may take the form of human resources. Could you please confirm if we can include the dedicated working time of our existing staff members as part of our co-financing contribution? If so, is there a specific method or template required to calculate and document these personnel costs (e.g., timesheets, standard salary scales)?

Response 2

Yes. Working time of existing staff members dedicated to the Action may be included as co-financing, if it is not charged to the Council of Europe under the grant and is properly documented and verifiable. To be compliant, this form of co-financing requires accuracy in measuring staff time and distinguishing work directly contributing to the Action from other work within the grantee organisation. It is important to determine the hourly rate of existing staff members, based on records existing prior to the Action, and to track, document and record the overall value of staff time. Documentation required for the recordkeeping may include an approved salary scale substantiated by proof of regular payroll transfers or payslips, employment contracts, job descriptions, timesheets, project reports, etc.

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Question 3

Are project office rental costs, utility fees, or general administrative/indirect costs (overhead) eligible for coverage under the grant budget? If indirect costs are allowed, is there a maximum percentage or cap applicable to the total direct costs?

Response 3

Indirect costs may be considered eligible only where they are incurred in connection with the Action and included in the estimated budget. Such costs may not include ineligible costs, including those referred to in Article 12.4 of the grant agreement, or costs already declared under another cost item or heading of the estimated budget. Indirect costs may not exceed 7% of the total eligible costs, exclusive of the grantee's co-financing contribution.

Question 4

Is it permissible to engage external consultants or technical experts via service contracts (subcontracting/service procurement) under the project budget? If allowed, are there specific procurement thresholds or rules we need to follow?

Response 4:

Yes. External consultants or technical experts may be contracted where needed for the Action. Any costs associated with such procurement should be included in the estimated budget. Unless otherwise agreed by the parties, procurement should follow the Grantee's applicable rules and procedures. This applies on the understanding that such rules and procedures involve competitive tendering (with at least three competitive tenders) and conform to nationally or internationally accepted standards, in compliance with the principles of transparency, proportionality, sound financial management, equal treatment and non-discrimination, care being taken to avoid any conflict of interests. Grantees must comply with all obligations in Article 11 of the grant agreement in respect of any such procurement.

Direct negotiation of contracts without competitive tendering is possible for purchases below 2,000 EUR excluding tax, or below 5,000 EUR excluding tax for intellectual services where technical expertise is the main selection criterion.

Question 5

Would a non-profit cooperative registered and operating in Türkiye be eligible to apply under this call as an applicant?

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Response 5

Under the framework of Council of Europe standards (including Committee of Ministers Recommendation CM/Rec (2007)14 on the legal status of non-governmental organisations in Europe), non-profit cooperatives can be considered Civil Society Organisations (CSOs) eligible to apply, provided they operate purely on a non-profit and public-benefit basis.

In this context, non-profit cooperatives may be deemed eligible as applicants under this Call, provided that your organisation strictly fulfils the following criteria:

Non-Profit / Non-Distribution Constraint: Your statute or articles of association explicitly mandate that generated income, profits, or surpluses are not distributed to members, partners, or shareholders, but are entirely reinvested into the non-profit, public-benefit objectives of the organisation. Alternatively, where such a clause is not explicitly stated in the governing statute, this non-distribution status may be established through official tax authority documentation confirming Corporate Income Tax exemption, specifically demonstrated by the absence of a standard tax plate (Vergi Levhası) due to non-taxable status (mükellefiyet bulunmama durumu), or through other legally binding declarations and official regulatory attestations verifying the non-profit regime. Such documents obtained from the relevant authorities of the Republic of Türkiye can be in Turkish in terms of language.

Independence: Your organisation operates independently of government, public authorities, and political entities.

Public Benefit Focus: Your mandate and primary activities align directly with public-benefit objectives, such as migration.

Legal Status: Your organisation is legally registered in Türkiye under the relevant national legislation (e.g., Cooperatives Law No. 1163) and fulfils all general legal and administrative eligibility criteria set out in the Call for Proposals.

Please ensure that your application includes all official legal documentation (such as your certificate of registration and Statute/Articles of Association) clearly proving that your cooperative meets the non-distribution and non-profit requirements stated above.

Question 6

Under the relevant section of the application form (Section 4 of the Appendix I), applicants are requested to provide information on projects implemented by the organisation, while a subsequent section requests details on grants supported by international organisations and/or public funds.

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If an applicant organisation currently implements projects funded exclusively by international organisations, should these projects be reported under both sections, or should they be recorded solely under the section designated for grants supported by international organisations and/or public funds?

Could clarification please be provided regarding the distinction between these two fields under Section 4, as well as the specific scope of information expected under each?

Response 6

The first field under Section 4 ("Recent activities") concerns the main projects completed or currently being implemented by the applicant in the relevant field during the last two years, irrespective of their source of funding. Applicants should provide the information requested in the form, including the budget, period, purpose and content of the project/action and, where required, the number of personnel involved.

The second field concerns grants obtained from States or international institutions during the last two years, if any. This field is intended to provide information specifically on the applicant's grant funding from these sources.

Therefore, where a project listed under the first field has been financed through a grant obtained from a State or an international institution, the relevant information may also be included under the second field. The two fields serve different purposes: the first concerns the applicant's recent project activities, while the second concerns grants received from the specified funding sources.

Question 7

How does the requirement of having been active for at least four years in the field of migration apply to individual applicants and consortiums?

Response 7

Where a CSO applies individually, the applicant organisation must have been active for at least four years in the field of migration.

Accordingly, a CSO with less than four years of relevant experience may participate as part of a consortium, provided that the consortium members together have at least four years of relevant experience and all other applicable requirements of the Call for Proposals are met.

Question 8

Is the criterion requiring the applicant to have been active in the field of migration for at least four years required to be met by the applicant legal entity itself?

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Response 8

Yes. The eligibility criterion requiring at least four years of activity in the field of migration applies to the applicant organisation itself. The applicant must meet all the eligibility criteria set out in Section VI.2 of the Call for Proposals.

Question 9

Can the experience of an organisation's founders, management or project staff acquired before the organisation was established be counted towards the four-year experience requirement?

Response 9

No. The requirement to have been active for at least four years in the field of migration applies to the applicant organisation itself. Experience acquired by founders, managers or staff prior to the establishment of the applicant organisation cannot be counted towards the applicant organisation's four-year activity requirement.

Such experience may, where relevant, be reflected in the CVs of staff involved in the implementation and reporting of the proposed project, as required under the Call, but it does not replace the eligibility requirement applicable to the applicant organisation.

Question 10

Can a CSO that has been active for less than four years participate in a consortium, and if so, what operating account records should it submit?

Response 10

Yes. The relevant experience of consortium members may be considered cumulatively. Accordingly, a CSO with less than four years of relevant experience may participate as part of a consortium, provided that the consortium members together have at least four years of relevant experience and all other applicable requirements of the Call for Proposals are met.

Where a consortium member has been legally established for less than four years, it should submit the available operating account records covering the period since its legal establishment.

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Question 11

If a project is implemented in one province, may it involve a municipality, Bar Association or other relevant stakeholder located in another province?

Response 11

The Call requires applicants to ensure the involvement of the relevant Local Bar Association and encourages partnerships with municipalities and other relevant stakeholders where these contribute to the effective implementation and sustainability of the proposed project.

Where the project is to be implemented in a particular province, the relevant Local Bar Association would be the Bar Association of the province where the project is implemented. Co-operation with other relevant stakeholders, including stakeholders located in other provinces, may also be envisaged where it contributes to the effective implementation and sustainability of the proposed project, subject to the requirements of the Call for Proposals.

Question 12

Does the term "relevant Local Bar Association" refer to the Bar Association of the province where the project will be implemented? Is the involvement of, and a letter of intention/co-operation from, that Bar Association required?

Response 12

For the purposes of the Call, the "relevant Local Bar Association" refers to the Local Bar Association of the province where the project will be implemented.

The Call requires CSOs to ensure the involvement of the relevant Local Bar Association. In addition, a letter of intention/co-operation with the relevant Local Bar is listed among the supporting documents to be submitted with the application.

Accordingly, where the relevant project activities are to be implemented in a particular province, the involvement of the Local Bar Association of that province and the corresponding letter of intention/co-operation would be required. A letter from a Bar Association in another province would not replace the required letter from the relevant Local Bar Association.

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Question 13

Can another Bar Association also participate as a project stakeholder, for example by providing technical expertise, training or exchange of experience?

Response 13

Yes. The involvement of the relevant Local Bar Association does not preclude the involvement of other relevant stakeholders where their participation contributes to the effective implementation and sustainability of the proposed project.

Accordingly, another Bar Association may be involved in relevant project activities, for example by contributing technical expertise, training or exchange of experience, provided that such involvement is relevant to the proposed project and is in line with the conditions of the Call for Proposals. This would not replace the required involvement of the relevant Local Bar Association.

Question 14

Can an individual or a grassroots initiative apply directly under the Call?

Response 14

No. Applicants must meet all the eligibility requirements set out in the Call for Proposals. In particular, applicants must be legally constituted and functioning as a Civil Society Organisation (CSO) under the relevant laws of the Republic of Türkiye.

Accordingly, an individual or a grassroots initiative that does not meet these eligibility requirements cannot apply directly under the Call.

Question 15

Are trade union confederations legally established in Türkiye eligible to apply under the Call for Proposals as Civil Society Organisations (CSOs), taking into account their legal status and experience in migration-related activities?

Response 15

According to Section VI.2 of the Call for Proposals, applicants must be legally constituted and functioning as Civil Society Organisations (CSOs) under the relevant laws of the Republic of Türkiye. Applicants must also meet all other eligibility requirements, including having been active for at least four years in the field of migration.

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From the perspective of the Council of Europe, civil society comprises social partners, in particular trade unions, which play a crucial role in the architecture of democratic governance as demonstrated by the European Social Charter (see Secretary General's Roadmap on the Council of Europe's Engagement with Civil Society 2024–2027, SG/Inf(2023)28).

Whether a trade union confederation meets the specific "CSO" requirement of this Call therefore depends on whether its legal status under Turkish law falls within the definition set out in the Call, as well as on its compliance with the remaining eligibility criteria. Migration-related activities, including those concerning migrant workers' rights and their social and economic integration, may be taken into account when assessing the applicant's relevant experience in the field of migration.

Question 16

If a staff member's salary is shared between the proposed project and another project, how should this be reflected in the budget table? Could an example be provided?

Response 16

Where a staff member works on more than one project, only the portion of their personnel costs attributable to the proposed project should be included in its budget.

Under Appendix II (Estimated Budget), the relevant costs may be included under Section 1 – Human Resources, specifically under the Staff category.

For example, if a staff member has a monthly salary of EUR 1,000 and is expected to dedicate 40% of their working time to the proposed project for six months, the corresponding personnel cost would be EUR 400 per month, amounting to EUR 2,400 for the six-month period.

The budget should reflect the proportion of working time allocated to the proposed project, and the same personnel costs must not be financed more than once.

Question 17

On what basis should the percentage of indirect costs be determined under the Call for Proposals?

Response 17

As indicated in Appendix II (Estimated Budget), indirect eligible costs may amount to a maximum of 7% of the total direct eligible costs (budget categories 1–6).

Applicants may indicate the applicable percentage in the designated field under Section 7 – Indirect eligible costs. The amount of indirect costs is calculated based on the total direct eligible costs.

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Indirect costs should not duplicate expenditure already included under the direct cost categories.

Question 18

Are trade unions legally established and operating in Türkiye considered Civil Society Organisations (CSOs) under the Call for Proposals, and are they eligible to apply directly?

Response 18

According to Section VI.2 of the Call for Proposals, applicants must be legally constituted and functioning as Civil Society Organisations (CSOs) under the relevant laws of the Republic of Türkiye.

From the perspective of the Council of Europe, civil society comprises social partners, in particular trade unions (Secretary General's Roadmap on the Council of Europe's Engagement with Civil Society 2024–2027, SG/Inf(2023)28).

The eligibility of a trade union to apply directly therefore depends on whether its legal status under Turkish law falls within the CSO requirement of the Call and whether it meets all other eligibility criteria, including the requirement to have been active for at least four years in the field of migration.

Question 19

Can migration-related activities carried out jointly with another organisation, including under the umbrella of a confederation, be considered evidence of an applicant organisation's four-year activity record, or must the activities have been implemented independently?

Response 19

The Call for Proposals requires applicants to have been active for at least four years in the field of migration.

Activities carried out jointly with another organisation, including those implemented under the umbrella of a confederation, may be taken into account as evidence of the applicant organisation's relevant experience, provided that the applicant's own participation in those activities can be demonstrated.

The Call does not require all relevant activities to have been implemented independently by the applicant organisation. However, activities carried out exclusively by another organisation cannot be attributed to the applicant organisation solely on the basis of their institutional affiliation. Documentary evidence of the applicant's own role and contribution in the joint activities should be provided.

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Question 20

Can a CSO submit an independent application under the Call while also participating as a partner or stakeholder in another application under the same Call? Would this create any eligibility issues or restrictions for either application?

Response 20

The Call for Proposals sets out the eligibility requirements applicable to applicants and the conditions governing the involvement of project partners and other relevant stakeholders.

An organisation's participation as an applicant in one proposal and as a partner or stakeholder in another proposal should be considered in light of these requirements and the nature of its role in each project.

Any such arrangements must comply with the conditions of the Call for Proposals, including the applicable financial requirements, and must not result in the double financing of the same expenditure.

Question 21

Can a CSO registered in one province implement a project in another province without having a registered branch there? Can projects also be implemented outside the provinces identified in the Call for Proposals?

Response 21

including provinces where they do not have a registered branch, provided that they meet all eligibility requirements set out in the Call for Proposals and are legally entitled to carry out the proposed activities.

The six pilot provinces identified in the Call for Proposals are not exclusive implementation locations. As indicated in the Call, working in these provinces and targeting the relevant groups will be considered an asset, rather than a mandatory eligibility requirement.

Question 22

How can a CSO that does not have a registered branch in the province where it intends to implement a project establish co-operation with the relevant Local Bar Association, municipalities and other CSOs, and ensure compliance with the eligibility requirements of the Call for Proposals?

Would a formal co-operation agreement with the relevant Local Bar Association be sufficient to enable project implementation in a province where the applicant CSO does not have a registered branch?

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Response 22

The absence of a registered branch in the province where the project will be implemented does not, in itself, prevent a CSO from applying under the Call for Proposals, provided that it meets all applicable eligibility requirements.

The Call requires the involvement of the relevant Local Bar Association, namely the Bar Association of the province where the project will be implemented. A letter of intention/co-operation with that Bar Association must be submitted as part of the application.

Co-operation with municipalities and other relevant stakeholders is also encouraged and will be considered an asset where it contributes to the effective implementation and sustainability of the proposed project.

Applicants must ensure that they are legally entitled and have sufficient operational and professional capacity to carry out the proposed activities in the relevant province.

Question 23

Can the same civil society organisation submit applications simultaneously under all three grant schemes (migration, environmental justice and women's access to justice), provided that each application includes a separate project proposal and budget?

Are there any restrictions on the same organisation receiving funding under more than one of these grant schemes?

If separate applications to both calls are permitted, does the restriction that the same organisation cannot receive more than one grant for the same province(s) also apply across different thematic grant calls?

Response 23

Yes. The same civil society organisation may submit separate project proposals under all three grant schemes – migration, environmental justice and women's access to justice – provided that it meets the eligibility requirements of each respective Call for Proposals and the applications concern different provinces.

Yes, separate applications to all three components – migration, environment, women's access to justice – are permitted. However, the same organisation cannot receive more than one grant for the same province(s) across the three components.

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Question 24

Can previous activities in humanitarian assistance, social support, education and support for vulnerable groups be considered relevant institutional experience for the eligibility requirements of the grant calls?

Response 24

Applicants must meet the eligibility criteria set out in each respective Call for Proposals, including any requirements concerning the duration and field of their previous activities.

Previous activities may be taken into account to the extent that they demonstrate the applicant organisation's relevant experience in that field.

The relevance of activities undertaken in other fields should be assessed in relation to the specific eligibility requirements and objectives of each Call for Proposals. Applicants should provide supporting information and documentation demonstrating the nature, duration and relevance of their previous activities.
