

Ensuring Sustainable Democratic Governance and Human Rights in the Southern Mediterranean

Funded
by the European Union
and the Council of Europe



COUNCIL OF EUROPE



Implemented
by the Council of Europe

CALL FOR PROPOSALS

Seed funding for grass root initiatives on youth engagement in peace and democratic processes in the Euro-Mediterranean region
NSC/JP2016/SPIII(2019)MG01

Project	JP 2016 - Joint Programme of the European Union and the Council of Europe “ Ensuring sustainable democratic governance and human rights in the Southern Mediterranean ” (South Programme III - 2018-2020)
Awarding entity	COUNCIL OF EUROPE North-South Centre
Funding	EUR 20,000
Duration	Projects shall be implemented by 31 January 2020. Reporting requirements shall be completed by 29 February 2020.
Estimated starting date	01 October 2019
Issuance date	05 August 2019
Deadline for applications	25 August 2019



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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
 - Short biography of the members involved in the project
- Send these documents in electronic form (Word and/or PDF – **page 7 of Appendix I should be signed**) to the following e-mail address: lisbon.forum@coe.int. Emails should contain the following reference in subject: Call for proposals: YPS.
- Applications must be received **before 25 August 2019 (at midnight CET)**.

I. INTRODUCTION

This call for proposals is launched, in the framework of the Joint Programme of the European Union and the Council of Europe “Ensuring sustainable democratic governance and human rights in the Southern Mediterranean” (South Programme III - 2018-2020), following the 2018 Lisbon Forum on "Youth, Peace and Security in the Euro-Mediterranean region" which took place on the 15-16 November in Lisbon. The challenges and opportunities coming from the recognition of the role of youth as agents for peace were perspicuous, recognising, as a result, the role of young people in peace and democratic processes in the Euro-Mediterranean region. The importance for providing spaces and prospects for youth to unfold their potential was underlined in order to give continuity and sustainability to the process on youth, peace and security prompted in this Forum.

Consequently, the North-South Centre is launching a seed funding scheme for projects taking place in the Euro-Mediterranean region connected with the [key findings and recommendations of the 2018 Lisbon Forum](#).

The North-South Centre promotes active global citizenship among governments, parliaments, local & regional authorities and civil society, by raising awareness of global interdependence in Council of Europe member states and neighbouring regions. To this aim the NSC works mainly in these three priorities:

The seed funding grants will fund youth-led projects designed to implement the key findings of the 2018 Lisbon Forum on “youth, peace and security” by either youth-led organisations whose work is focused on youth, peace and security or those who wish to develop this/ese topic(s).

The call aims to co-fund regional and/or local projects which promote youth engagement in peace, security and democratic processes in the Euro-Mediterranean region. In particular, it aims at recognizing the role of young people in democratic promotion, social cohesion, peace building – all elements within the youth, peace and security (YPS) agenda. Young people’s courage, creativity, innovation, resilience and efforts constitute the “connecting tissue” to bridge the different levels of engagement toward a sustainable peace.

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

II. BACKGROUND INFORMATION ON THE COUNCIL OF EUROPE PROJECT

The Lisbon Forum 2018 and this seed funding take place in the framework of the Joint Programme of the European Union and the Council of Europe “Ensuring sustainable democratic governance and human rights in the Southern Mediterranean” (South Programme III - 2018-2020). The South Programme III is a joint programme of the European Union and the Council of Europe, co-funded by the European Union and the Council of Europe and implemented by the Council of Europe.

This programme aims at reinforcing human rights, the rule of law and democracy in the Southern Mediterranean region (Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine* and Tunisia) in line with European and other international standards and based on beneficiaries’ demand. The Programme seek in particular to enhance the level of regional cooperation through the expansion of existing networks including the action of the North South centre as a platform aimed at promoting inter-institutional dialogue.

As a follow-up to the 2018 Lisbon Forum and with a view with to put into practice its key findings, the seed funding will ensure financial support projects run by youth-led organisations whose work is focused on youth, peace and security or those who wish to develop this/ese topic(s). These projects may include capacity building, awareness raising and/or advocacy activities such as campaigns, roundtables, workshops, training courses, expert exchanges and/or youth exchange, festival, discussions with decision makers, publications, research, and audio visual materials.

III. BUDGET AVAILABLE

The indicative available budget under this call for proposals is EUR 20,000 (twenty thousand Euros). The Council of Europe intends to award 4 to 6 grants of a maximum amount of EUR 5,000 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

In line with the Lisbon Forum 2018 recommendations and the United Nations Missing Peace report, this seed-funding scheme aims at flexible funding to support youth organisations, initiatives and movements to run small-scale projects on youth, peace and security.

2. Means of action

Proposals, from either youth-led organisations whose work is focused on youth, peace and security or those who wish to develop this/ese topic(s), may include multiple activities with a view to put into practice the key findings of the 2018 Lisbon Forum:

- Changing the narrative about youth, namely their contribution to youth, peace and security;
- Sharing more information on the contribution of youth by providing reliable data and factual evidence;
- Considering the involvement of young people as an asset in decision making processes;
- Improving the efforts in the understanding and analysing youth complexity by considering and exploring diversity of young people, according to the context-related challenges they face;
- Improving and assuring effective dialogue and engagement between policy/decision making stakeholders and youth;
- Increasing cooperation at local and national level between stakeholders and youth;
- Promoting approaches that foster integration through intercultural dialogue;
- Increasing the number and type of grass-roots activities in order to reach out to more marginalized youth;
- Advocating for gender issues and gender-bases discrimination in the context of youth, peace and security;
- Implementing target actions for gender mainstreaming;
- Advocating for the recognition of the contribution of youth civil society to peace and security;
- Improving recognition of civil society initiatives for promoting and building peace, taking into account the needs and priorities of the context in the countries.

Proposals must have clear follow-up measures which should take place after implementation.

3. Implementation period

The implementation period of the projects should start on 1 October 2019 (see indicative timetable under VIII. below) and shall not extend beyond 31 January 2020.

Reporting requirements shall be completed on 29 February 2020 **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:

- Youth under the age of 35 from Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Kingdom of Morocco, Palestine* and Tunisia;
- Youth organisations from Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Kingdom of Morocco, Palestine* and Tunisia;
- Any relevant stakeholders working on the above-mentioned topics.

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 EUR 5,000 (five thousand Euros). The estimated budget must be consistent, accurate, clear, complete and cost-effective, in the light of the activities proposed. All invoices need to be dated as from the starting date of implementation and not go beyond the end date.

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 proposed taking place in the Euro-Mediterranean region connected with the [key findings and recommendations of the 2018 Lisbon Forum](#)

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

- Projects/actions providing financial support to third parties (re-granting schemes);
- Projects/actions already financed by the Council of Europe;
- Projects/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 after the presentation and acceptance by the Council of Europe of the final narrative and financial reports for the Grant implementation and on actual expenditures incurred.

9. Reporting requirements¹:

- **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

¹ Templates provided as Appendix. Deadline: 31 January 2019

the activities, certified by the responsible financial officer of the Grantee, accompanied by “appropriate original supporting documents”². 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
 - Short biography of the key resource persons involved in the project

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: Lisbon.forum@coe.int, with the following reference in subject: Call for proposals: YPS.

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: Lisbon.forum@coe.int. Emails should contain the following reference in subject: Call for proposals: YPS.

Applications must be received **before 25 August (at midnight 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.

²“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.

VI. EVALUATION AND SELECTION PROCEDURE

The projects presented will be assessed by an Evaluation Committee composed of three members of the North-South Centre and a representative from the United Network of Young Peacebuilders (UNOY³).

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:

- 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).

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 <11>**).⁴

Applications submitting a budget proposal beyond 5000 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;

³ UNOY was implementing partner of the 2018 Lisbon Forum

⁴ 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);

1.1 for natural persons, a scanned copy of a valid photographic proof of identity (e.g. passport)

1.2 for legal persons, an extract from the companies register or other official document proving ownership and control of the applicant.

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;
- be based in one of the following countries: Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Kingdom of Morocco, Palestine* and Tunisia;
- have a field office in one of the above mentioned countries;
- assure that the project/action is implemented in one of the countries mentioned above;
- target beneficiaries from the above mentioned countries;
- have an interest in working on youth, peace and security;
- have sufficient capacities (funding, operational and professional) to carry out the activity mentioned in the project proposal throughout the stipulated period;
- have a bank account in the name of the organisation or its representative;

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

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 (35%)
- the project has a clear follow-up after its implementation or is part of a long-term sustainable plan (30%);
- the quality, accuracy, clarity, completeness and cost-effectiveness of the application and the estimated budget (25%);
- the relevance of the experience of the applying organisation(s) and staff (10%);

Additional criteria/extra-score:

- Initiatives promoting a multi-stakeholder approach (decision makers and civil society) with youth mainstreaming dimension (10%);
- complementarity and/or cooperation between initiatives (10%).

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	5 August 2019
Deadline for submitting applications	25 August 2019
Information to applicants on the results of the award procedure	From 30 August until 15 September 2019
Signature of the grant agreements	From 15 September until 30 September 2019
Implementation period	1 October 2019 – 31 January 2020
Final narrative and financial report	29 February 2020

* * *

* This designation shall not be construed as recognition of a State of Palestine and is without prejudice to the individual positions of Council of Europe and European Union member States on this issue.