

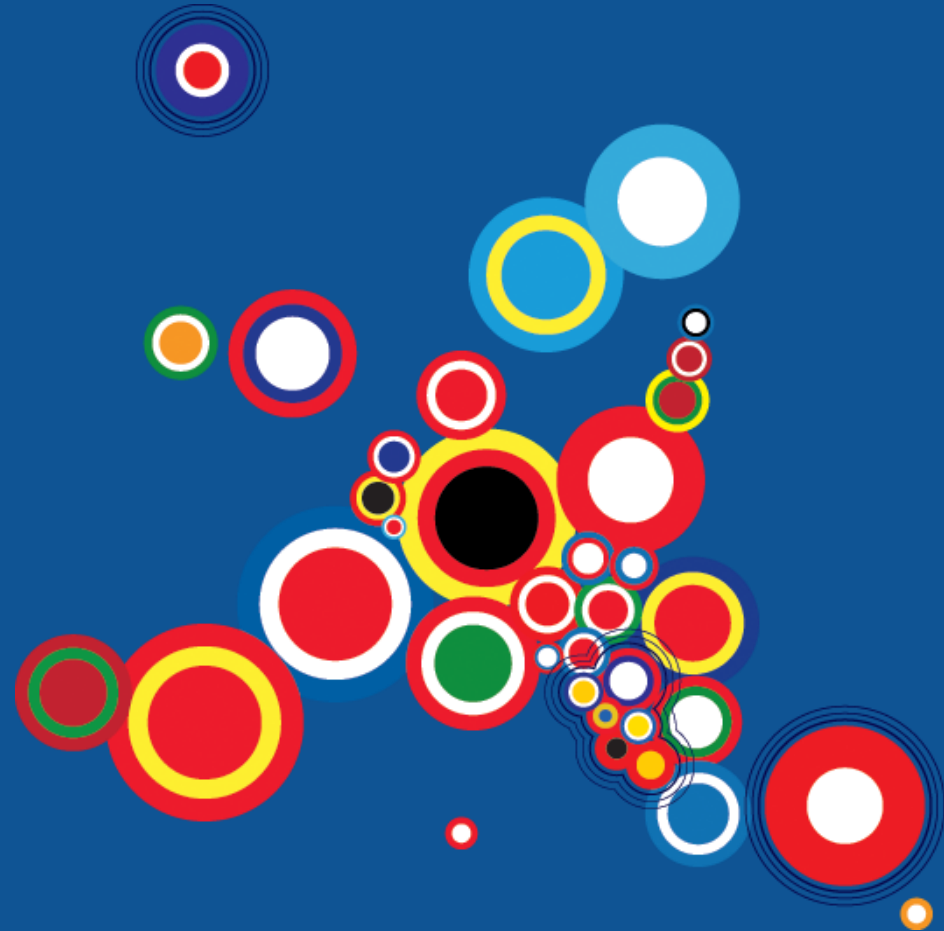


The IPA Civil Society Facility & Media Programme 2021-2023 for Kosovo*

Framework Partnership Agreements and associated annual operating grants

Information Session
20 September 2023

Presenters: Anne-Sophie HOUEE & Ariana ÇAKA
EUOK/Cooperation Section



IPA CSF and Media Programme for Kosovo

- *IPA III programming framework – Window 1: RoL, fundamental rights and democracy*
- *Multi-annual / Biannual Programme*
- *Based on stakeholders (non-Gov) consultations*
- *Pursues EU's main policy objectives of strengthening CSOs advocacy and oversight role*
 - **DG NEAR CS and Media Guidelines**
 - **Kosovo Progress Report**
- *Complementarity between regional (multi-country) and country actions*



The IPA CSF Facility and Media Programme 2021-2023

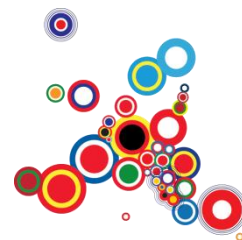
Ares of support in Kosovo - 2023

1. Support to local governance and activism
2. Sustainability and resilience of CSOs
3. Support to thematic coalitions and networks
4. Civil society Resource Centre Phase III
5. Media resilience, access to information and pluralism
6. **Framework Partnerships and associated operating grants**



Framework Partnerships Agreement

- From project-based intervention to structured long-term partnership based on the CSO's core work in areas important for KS and its accession path.
- Make it possible to work with partners in a more flexible and enhanced fashion.
- Concluded for 48 M with organisations that demonstrate experience in the given sector, local political awareness, well-defined multi-annual strategy, effectiveness of their programmes and sound financial management.
- The partnerships and related strategic plans may be supported with annual operating grants.
- FPAs do not in themselves carry any financial commitment





OBJECTIVES OF THE PROGRAMME

The **global objective** of this call for proposals is to strengthen the capacities of civil society organisations from Kosovo, supporting their role as competent, transparent, effective and accountable civil society actors.

The **specific objective(s)**: To support the long-term capacity and commitment of civil society actors to influence public sector reforms and policy design / implementation through evidence-based programmes, analysis, monitoring, information and advocacy initiatives.

Overarching principles:

- Human rights-based approach
- Gender mainstreaming for gender equality! At least one result in the strategic plan and annual work plan must aim at gender equality!

Framework Partnerships Lots of the call

Lot 1: **LGBTQI+**

Lot 2: **Fight of corruption and public procurement**

Lot 3: **Mental health**

Lot 4: **Green agenda / Circular economy**

Lot 5: **Women's rights and women empowerment**

Lot 6: **Education / children's rights**

The Contracting Authority will sign a maximum of 2 FPAs per lot.



Lots

- 1. LGBTQI+:** Promote and advance the rights of LGBTQI+ people; inform and report on stigma, discrimination and violence towards people belonging to this community; Promote education activities and community activation to increase acceptance from society and empower LGBTQI+ people to live, work and love freely according to their choice
- 2. *Public procurement and fight against corruption:*** *Act as corruption watchdog, monitoring the budget cycle (formulation, execution, and evaluation of budgets) and exposing and reporting corruption at all levels within and outside the legal and administrative system (illegal public procurement, unfair competition and informal economy)*



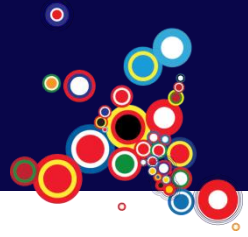
3. Mental health: Collaborate with relevant stakeholders on policy development, prevention, advocacy, communication and identification of good practices, behavioural and cultural change at inter-familial, inter-community or school / university levels.

4. Green agenda / Circular economy: Advance reforms and policies to manage and mitigate climate change and the energy transition. Research, inform, explain and raise awareness and provide credible information on the necessary changes and social and behavioural transformations.



5. Women's rights and women empowerment: Promote gender equality and women's rights through representing, supporting and defending (vulnerable groups of) women; monitor the gender mainstreaming of national strategies, laws and policies as well as sectorial and municipal plans and hold governments and other stakeholders accountable over the implementation of their gender-related commitments

6. Education and children's rights: Promote equal access to quality early-childhood, primary and secondary education with a focus on young girls; prevention of bullying, addictions as well as early school leaving through diverse support programmes to teachers, staff and students, including non-formal education; monitoring the quality, accountability and transparency of educational settings and institutions



Call in two phases

First phase aims to select Framework Partners on the basis of the multi-annual (4 year) strategic plans submitted by the applicant CSOs.

Second phase aims to award annual operating grants to selected Framework Partners on the basis of the submitted annual work programme

Phase 1. Selection of Framework Partners

Strategic plans:

- Define the area(s) of expertise and work of the organisation, description and relevance of the plan (in relation to the Lot)
- Long-term plan, over a minimum of 4 years
- Based on the CSO's mission and objectives
- Explain the main programmes/activities to achieve results (log-frame)
- Organisational capacity and indicative budget to implement the entire plan
- *Applicants may not submit more than one application under this call.*



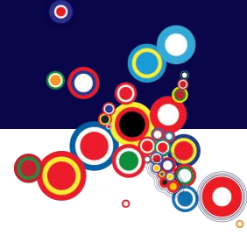
Strategic plans (template in Annex A1) in order to be considered must work towards **the below three results:**

- 1. Strengthened capacity and efforts to provide analysis, advocacy, reporting and monitoring of key reforms and policies at national and/or local level;*
- 2. Improvement of the environment for civic activism, and for state-civil society dialogue at local (municipal) and/or national levels;*
- 3. Improved capacity, legitimacy, transparency and accountability of CSOs in Kosovo in their strategic focus of work.*

Evaluation will look at competences, experience, expertise, capacity of the organisation + coherence, quality, effectiveness and potential impact of the plan!
(see section 2.1.3)

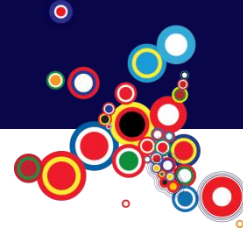
Budget for phase 1

1	Framework Partnership Agreements - EuropeAid/178384/DD/FPA/XK - Estimated Budget for the Strategic Plan	Year 1	Year 2	Year 3	Year 4	All years
2	Costs	Total Cost (in EUR)	Total Cost (in EUR)	Total Cost (in EUR)	Total Cost (in EUR)	Total Cost (in EUR)
3	1. Human Resources					
4	1.1 Salaries (gross salaries including social security charges and other related costs)					
5	1.3 Per diems for missions/travel					
6	Subtotal Human Resources					
7	2. Travel					
8	Subtotal Travel					
9	3. Office, equipment and supplies					
10	Subtotal Office, equipment and supplies					
11	4. Other costs, services					
12	Subtotal Other costs, services					
13	6. Other					
14	Subtotal Other					
15	Total costs					
16						
17						
18	NB: The Beneficiary(ies) alone are responsible for the correctness of the financial information provided in these tables.					



Phase 2. Awarding annual operating grants

- ❑ The CA invites only Framework Partners to submit an application for annual operating grant to implement the Annual Work Programmes (AWPs) related to the FPA for the year 2024 (12 months)
- ❑ Overall annual financial allocations 480k / grant amount 60k – 80k / running costs
 - Minimum and maximum percentages of total eligible costs of the action: 51% - 95%
- ❑ Evaluation of submitted annual work programmes
- ❑ Communication of contract award and signature of specific operating grant to implement the AWPs in 2024
- ❑ **Deadline for submission of applications will be communicated to the selected FPs.**



Phase 2. Awarding annual operating grants

- Application form includes submission of a budget and a logframe**

- Evaluation (description and methodology)**
 - Relevance and design of the work plan**
 - Implementation approach (plan of the year)**
 - Coherence with strategic plan**
 - Sustainability**
 - Budget cost-effectiveness relation**

Refer to section 2 / 2.1.3



European
Commission

Budget for Phase 2

1. Budget for the Action ¹	Year 1 ²			
	Unit	# of units	Unit value (in EUR)	Total Cost (in EUR)
Costs				
1. Human Resources				
1.1 Salaries (gross salaries including social security charges and other related costs, local staff) ⁴				
1.1.1 Technical	Per month			
1.1.2 Administrative/ support staff	Per month			
1.2 Salaries (gross salaries including social security charges and other related costs, expat/int. staff)	Per month			
1.3 Per diems for missions/travel ⁵				
1.3.1 Abroad (staff assigned to the Action)	Per diem			
1.3.2 Local (staff assigned to the Action)	Per diem			
1.3.3 Seminar/conference participants	Per diem			
Subtotal Human Resources				
2. Travel⁶				
2.1. International travel	Per flight			
2.2 Local transportation	Per month			
Subtotal Travel				
3. Equipment and supplies⁷				
3.1 Purchase or rent of vehicles	Per vehicle			
3.2 Furniture, computer equipment				
3.3 Machines, tools...				
3.4 Spare parts/equipment for machines, tools				
3.5 Other (please specify)				
Subtotal Equipment and supplies				
4. Project office^{**}				
4.1 Vehicle costs	Per month			
4.2 Office rent	Per month			
4.3 Consumables - office supplies	Per month			
4.4 Other services (tel/fax, electricity/heating, maintenance)	Per month			
Subtotal Project office				
5. Other costs, services⁸				
5.1 Publications ⁹				
5.2 Studies, research ⁹				
5.3 Expenditure verification/Audit				
5.4 Evaluation costs				
5.5 Translation, interpreters				
5.6 Financial services (bank guarantee costs etc.)				

Budget for Phase 2 (cont.)

5.7 Costs of conferences/seminars ⁹				
5.8. Communication activities, if applicable ¹⁰				
Subtotal Other costs, services				
6. Other (e.g. activities with their related visibility costs)				
Subtotal Other				
7. Subtotal direct eligible costs of the annual work programme (1-6)				
8. Indirect costs (maximum 7% of 7, subtotal of direct eligible costs of the Action)				
8. Total eligible costs of the work programme, excluding reserve and volunteers' work (7+ 8)				
9.1 Provision for contingency reserve (maximum 5% of 7 'Subtotal of direct eligible costs of the Action')				
9.2 Volunteers' work ¹¹	Per day			
10. Total eligible costs (9+10)*				

1. The description of items must be sufficiently detailed and all items broken down into their main components. The number of units and the unit value must be specified for each item depending on the indications provided. The budget has to include costs related to the work programme as a whole, regardless the part financed by the Contracting Authority.

2. This section must be completed if the work programme is to be implemented over more than one reporting period (usually 12 months).

4. If staff are not working full time on the work programme, the percentage should be indicated alongside the description of the item and reflected in the number of units (not the unit value).

5. Indicate the country where the per diems are incurred.

Per diems are not considered a simplified cost option for the purposes of Union financing when the Grant Beneficiary reimburses a fixed amount to its staff according to its internal rules and asks for the reimbursement of that same amount in the action budget. Such per diems are considered to be an actual cost.

Otherwise, if the Beneficiary proposes a reimbursement on the basis of simplified costs option (for instance a "unit cost"), it must specify "UNIT COST per diem" in the "unit value" column and the applicable rates (in any case the final eligible cost may not exceed the rates published by the E.C. at the time of contract signature).

6. Costs for CO2 offsetting of air travel may be included. CO2 offsetting shall in that case be achieved by supporting CDM/Gold Standard projects (evidence must be included as part of the supporting documents) or through airplane company programmes when available. Indicate the place of departure and the destination. If information is not available, enter a global amount.

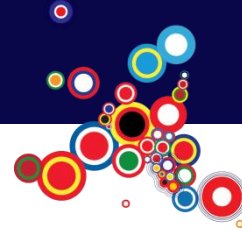
7. Please separate cost for purchase or rental.

8. Specify the typology of costs or services. Global amounts will not be accepted.

9. Only indicate here when fully subcontracted.

10. If provided for in the guidelines and agreed by the contracting authority, communication activities should be properly planned and budgeted at each stage of the project implementation.

11. Include here the costs of the volunteers' work if this type of contribution in kind is allowed. Volunteers' work shall be declared as eligible cost, but set aside of the direct costs as the calculation of indirect costs does not apply. Volunteers' work may comprise up to 50 % of the co-financing and shall be declared as unit cost as defined and authorised by the European Commission at the following address: <https://ec.europa.eu/transparency/reqdoc/?fuseaction=list&cotelid=3&year=2019&number=2646&version=ALL&language=en>



Subsequent years 2025-2027:

- ❑ Framework Partners will be annually invited to submit the application for an annual operating grant (second phase of the call is repeated).
- ❑ *Annual budget available for operating grants will remain the same for subsequent years. This ensures a minimum level of competition across the Framework Partners to obtain financial support.*
- ❑ In previous phase, 6 FPs were awarded operating grants, out of 9 framework partners.



Eligibility of applicants

In order to be eligible for a grant, the applicant must fulfil all of the points below:

- be a legal person, non-profit making, a civil society organisation, and be established in the Republic of Kosovo*
- be an organisation whose aims and objectives declared in its statute or other official document establishing the organisation relate to the Lot it is applying to*
- have worked for minimum three years over the last six years in Kosovo in the area of the Lot it is applying to*
- be directly responsible for the preparation and management of the annual work programme, not acting as an intermediary.*

How to apply

- *The applicants should register in PADOR and must make sure that their PADOR profile is up to date by the time of submission, since the eligibility assessment will be done at phase 1 (Framework Partnership Application).*
- *All the uploaded documents should be translated in English and be uploaded to PADOR*
- *Online submission via **PROSPECT** is obligatory for this call.*



Important dates – Phase 1

1. Info session	20/09/2023
2. Deadline for requesting any clarifications from the Contracting Authority	02/10/2023
3. Last date on which clarifications are issued by the Contracting Authority	12/10/2023
4. Deadline for submission of FPA applications	23/10/2023
5. Information to Applicants on opening, admin checks and FP evaluation	November 2023
6. Signature of FPAs	November 2023



Important dates – Phase 2

7. Invitations to submit an application for the 2024 operating grant	End November 2023
8. Deadline for submission of application for the 2024 operating grant	December 2023 / January 2024
9. Information to Applicants on the results of the evaluation	January 2024
10. Notification of award and contract signature	January / Feb. 2024
<i>There will be the possibility of covering costs from beginning of 2024 in a retroactive manner</i>	
FPs will be called to submit an application for the 2025 operating grant	September 2024



All the information can be found on Europeaid, call reference 178384

EuropeAid/178384/DD/FPA/XK

*Written questions concerning the call to be submitted to:
DELEGATION-KOSOVO-FINCON@eeas.europa.eu*

All applications must be submitted through PROSPECT

**TAKE TIME TO READ *CAREFULLY* THE GUIDELINES.
REVIEW THE EVALUATION GRIDS**

Q&A

