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Funded  
by the European Union  
and the Council of Europe



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Implemented  
by the Council of Europe

## CALL FOR PROPOSALS

Grants for the implementation of Follow-up Youth Initiatives Lot4  
CSO-LA/2019/410-187

<b>Project</b>	Joint Programme between the European Union and the Council of Europe. Project 2482 "ILEGEND II: Intercultural Learning Exchange through Global Education, Networking and Dialogue" <b>COUNCIL OF EUROPE</b>
<b>Awarding entity</b>	North-South Centre of the Council of Europe
<b>Funding</b>	EUR 35 000
<b>Duration</b>	Projects shall be implemented by 31 August 2022. Reporting requirements shall be completed by 15 September 2022.
<b>Estimated starting date</b>	01 May 2022
<b>Issuance date</b>	15 March 2022
<b>Deadline for applications</b>	15 April 2022



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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:
  - Scanned copy of organisational statute
  - Latest narrative and financial report (if any)
  - 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 the last page 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 YI2022 Grant Lot4.

## I. INTRODUCTION

This call for proposals is launched in the framework of the Council of Europe Project “[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/Global Development Education (GE/GDE), co-funded by the European Union and the Council of Europe and implemented by the North-South Centre of the Council of Europe.

It aims to co-fund Follow-up Youth Initiatives to be carried out by participants of the online/residential training courses on Global Education/Global Development Education organised in the framework of iLEGEND II project, giving them the opportunity to apply the acquired knowledge and tools, thus further promoting and raising awareness about Global Education/Global Development Education among young people within their constituencies.

### The [Global Education programme of the North-South Centre](#)

Since its creation, the North-South Centre of the Council of Europe addresses the need to promote Global Education as an interdisciplinary approach that gives learners the opportunity and competences to reflect and share their own point of view and role within a global, interconnected society, as well as to understand and discuss complex relationships of common social, ecological, political and economic and ethical issues; where human rights, democratic citizenship and intercultural dialogue represent its main elements.

The effective implementation of this approach relies on a sound multi-stakeholder cooperation among a wide spectrum of stakeholders (from governments to education practitioners) where civil society plays a central role, being the connector stakeholder between duty-bearers and right-holders, as advocated by the North-South Centre.

The Global Education programme promotes policy recommendations through multistakeholder advocacy events such as congresses, national and regional seminars, and experts' meetings. It offers competences development for formal and non-formal educators through pedagogical tools and through on-line and on-site trainings. Across its capacity-building and awareness-raising activities, and its GE practices database, it promotes a peer and intercultural learning approach.

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

### The [Youth Cooperation Programme of the North-South Centre](#)

The Programme is developed in close cooperation with various youth led and youth serving organisations, with the [Youth Department of the Council of Europe](#), the European Commission and the [European Union-Council of Europe youth partnership](#) and with other relevant institutions working in the youth field.

The Youth Cooperation Programme of the North-South Centre provides training and capacity building for young people and youth organisations and facilitates their participation in decision making.

### The North-South Centre definition of [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.

In the framework of the iLEGEND II project, the North-South Centre is coordinating a grant scheme aimed at supporting the implementation of Follow-up Youth Initiatives: this grant scheme targets youth multipliers representatives of legally constituted non-governmental organisations and/or education practitioners supported by public education entities from Council of Europe member states<sup>1</sup>.

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 purpose of the Project is to co-fund Follow-up Youth Initiatives to be carried out by participants of the online/residential training courses on Global Education/Global Development Education organised in the framework of iLEGEND II projects.

In particular, it aims to give to the aforementioned participants the opportunity to apply the acquired knowledge and tools, thus to further promote and raise awareness about Global Education/Global Development Education among young people within their constituencies.

## **III. BUDGET AVAILABLE**

The indicative available budget under this call for proposals is 35 000 EUR (thirty-five thousand Euros). The Council of Europe intends to award 7 micro-grant(s) of a maximum amount of 5 000 EUR (five thousand Euros) each.

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 grants will fund projects designed to promote and raise awareness about Global Education / Global Development Education among young people.

### **2. Means of action**

Projects may include campaigns; conferences; roundtables; trainings (general, peer-to-peer, seminar, technical, trainers); workshops.

### **3. Implementation period**

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<sup>1</sup> 25% of the funding budget is available also for proposals coming from non-CoE member states.

The implementation period of the projects should start on 1 May 2022 and their preparatory phase upon signature of the grant agreement (see indicative timetable under VIII. below) and shall not extend beyond 31 August 2022.

Reporting requirements shall be completed on 15 September 2022 **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 multipliers representatives of legally constituted non-governmental organisations and/or education practitioners supported by public education entities from Council of Europe member states<sup>2</sup>.

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 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.

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 promoting and supporting the work of youth multipliers and youth organisations as key agents in non-formal education processes;
- Projects/actions raising recognition on the contributions for youth civil society organisations to the implementation of the 2030 Agenda for Sustainable Development;
- Projects/actions raising public awareness among young people about Global Education / Global development Education and the 2030 Agenda for Sustainable Development;
- Projects/actions integrating gender mainstreaming into their projects;
- Projects/actions reaching out to more marginalised 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:

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<sup>2</sup> 25% of the funding budget is available also for proposals coming from non-CoE member states.

- 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**);
- the other supporting documents:
  - Scanned copy of organisational statute
  - Latest narrative and financial report (if any)

- 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> and iLEGEND II project: <https://www.coe.int/en/web/north-south-centre/legend>

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 YI2022 Grant Lot4.

## **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: [nscinfo@coe.int](mailto:nscinfo@coe.int) Emails should contain the following reference in subject: Call for proposals: iLEGEND YI2022 Grant Lot4.

Applications must be received **before 15 April 2022 (at 23:59 UTC - Lisbon Time)**. 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 members of the North-South Centre 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](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 (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 civil society organisation, public entity or education practitioner, in a Council of Europe member State country<sup>3</sup>;
- be entitled to carry out in a Council of Europe member State country<sup>3</sup> activities described in its project proposal;
- have been active in the field of youth and Global Education/Global Development Education;
- 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.**

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<sup>3</sup> 25% of the funding budget is available also for proposals coming from non-CoE member states.

### **3. Award criteria**

Applications will be assessed against the following criteria:

- the relevance and sustainability of their activity proposal with regard to the objective of the call (30%)
- the action has a clear follow-up after its implementation or is part of a long-term sustainable plan (20%)
- the quality, accuracy, clarity, completeness and cost-effectiveness of the application and the estimated budget (30%)
- the relevance of the experience of the applying organisation(s) and staff (20%)

## **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>	15 March 2022
<b>Deadline for submitting applications</b>	15 April 2022
<b>Information to applicants on the results of the award procedure</b>	22 April 2022
<b>Signature of the grant agreements</b>	27 April 2022
<b>Preparatory phase</b>	Upon signature of the grant agreement
<b>Implementation period</b>	1 May – 31 August 2022
<b>Final narrative and financial report</b>	15 September 2022

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