



Call for proposals European Remembrance (CERV-2023-CITIZENS-REM)

Information session



Get Webex ready...

Microphone



OFF

Stay muted
unless sharing

Camera

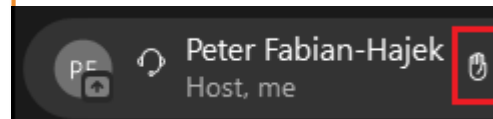


OFF

Be aware of your
surroundings

Questions

- Use the chat
- Raise your hand
and use the
microphone/camera



slido
#2858573



[https://app.sli.do/event/2uy93K
PbRy47xiiVVxDdu](https://app.sli.do/event/2uy93K PbRy47xiiVVxDdu)

Feedback from the
participants

Agenda

9:30 – 9:45 Welcome and Opening Remarks

9:45 – 10:25 Political priorities of the REM call for proposals

∅ Q & A session

10:40 – 10:50 National Contact Points and their role

10:50 – 11:00 Coffee BREAK

11:00 – 11:45 Application procedure

➤ Q & A session

12:25 – 12:30 Closing Remarks

Objectives, Political Priorities, Expected activities and Outcome

By Johannes Börmann, Michaela Moua and
Don Pavel Doghi

Directorate-General for Justice
and Consumers



EU FUNDING OPPORTUNITIES

Citizens, Equality, Rights and Values programme – European Remembrance

Johannes Börmann, DG Justice

CERV budget, objective and structure

CERV Budget 2021 - 2027



To protect and promote rights and values as enshrined in the EU Treaties and the EU Charter

Supporting civil society organisations and other stakeholders active at local, regional, national and transnational level,

Encouraging civic and democratic participation, in order to sustain and further develop open, rights-based, democratic, equal and inclusive societies based on the rule of law

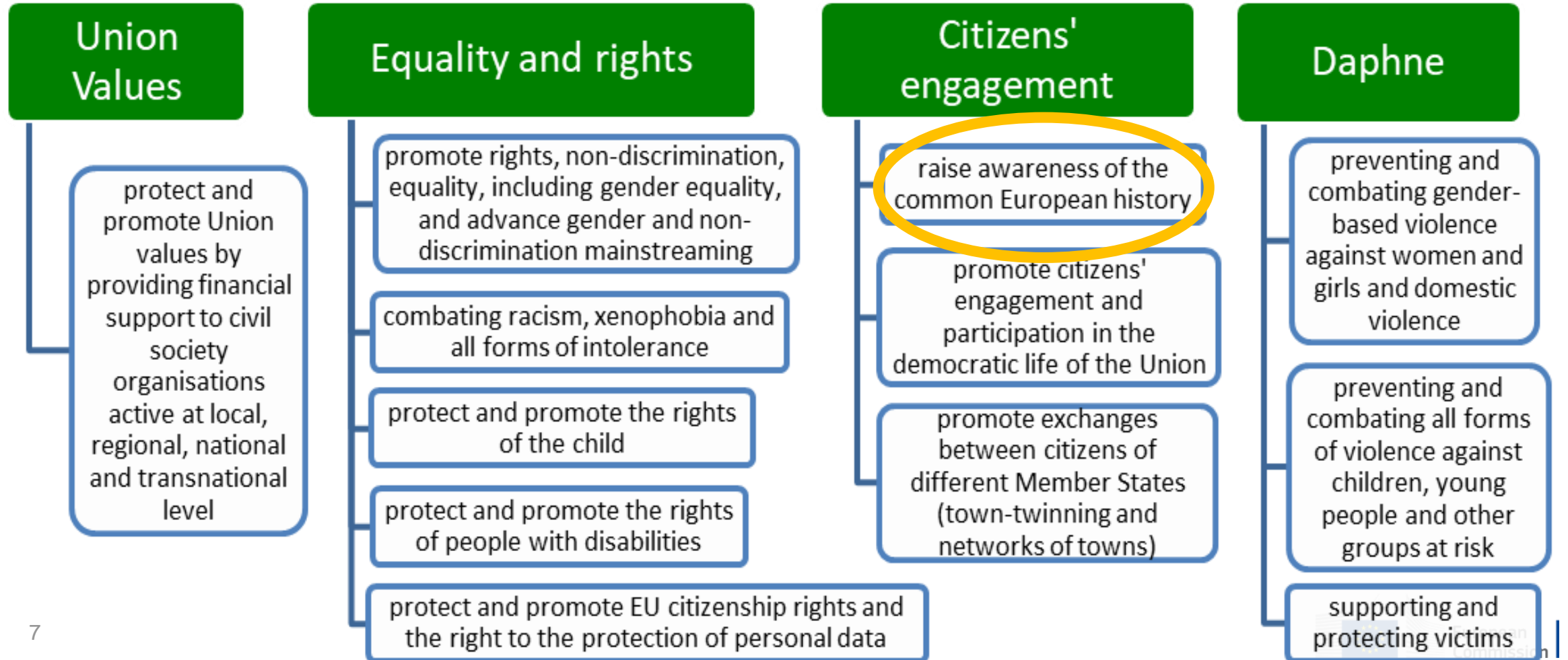
Union values strand

Equality, Rights and Gender Equality strand

Citizens' engagement and participation strand

Daphne strand

CERV Programme – Four strands



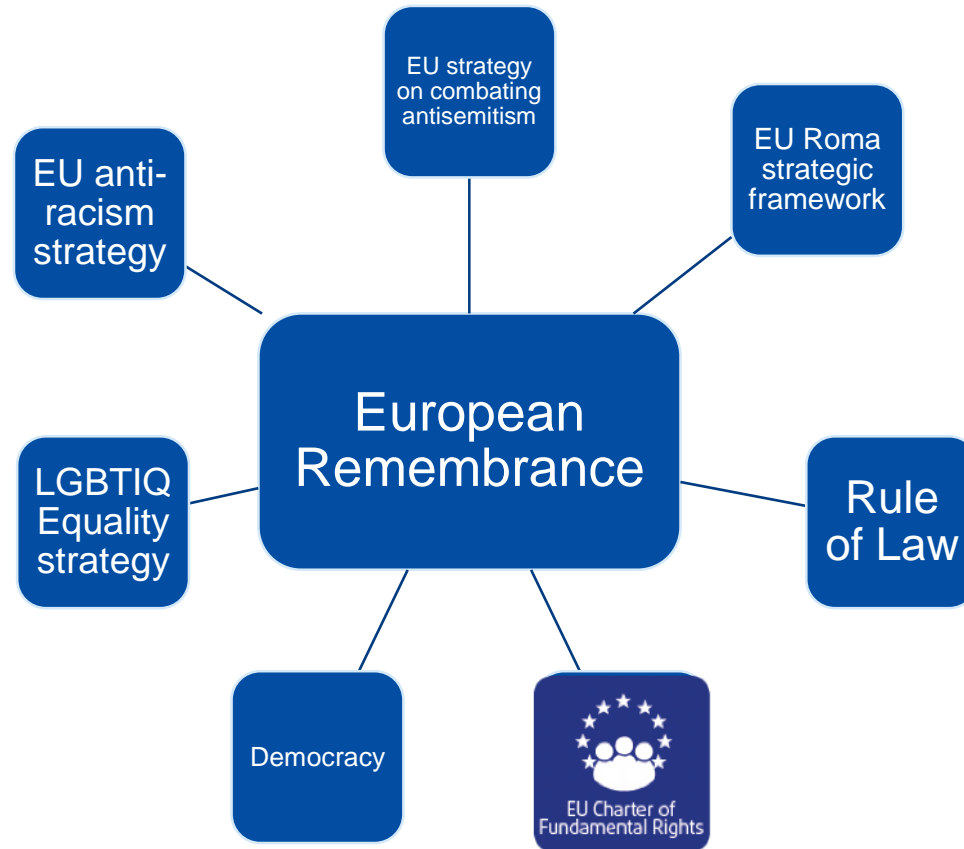
European Remembrance strand

Objectives

- ✓ **Commemorating** defining moments in modern European history
- ✓ **Raising awareness** of common history, culture, cultural heritage and values
- ✓ **Better understanding** of the EU



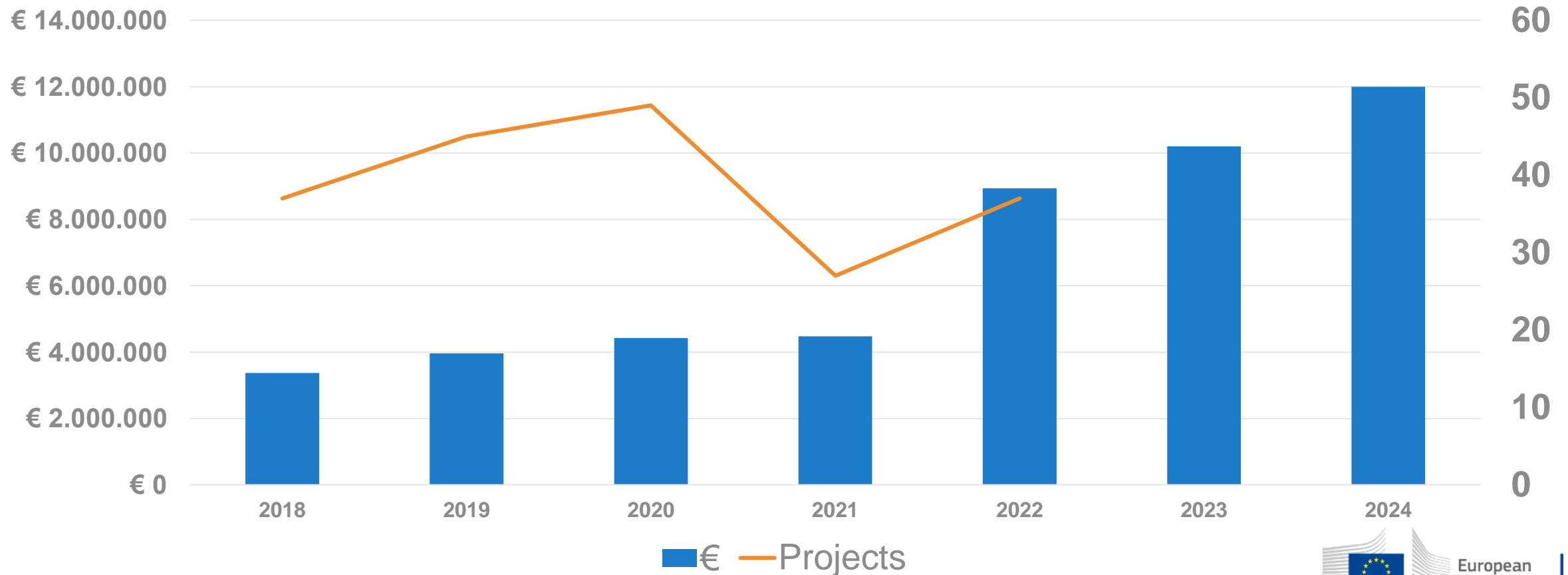
European Remembrance in DG Justice



Promoting EU values – Learning lessons for today – Integrating a European Dimension in national historical debates

Development of European Remembrance

2018 – 2024 European Remembrance strand



European Remembrance 2023 - 2024



**Democratic transition,
(re-)building and
strengthening society
based on the rule of
law, democracy and
fundamental rights**



**Strengthening the
remembrance of the
Holocaust, genocide,
war crimes and
crimes against
humanity to reinforce
democracy in the EU**



**Migration, de-
colonisation and
multicultural
European societies**



**European integration
and its defining
achievements**



Priority 1 – EU values (rule of law, fundamental right, democracy)

- **Fragility of democracy** and the continuous need for people to engage and defend democratic institutions and values → again under pressure with rising populism, extremism and societal divisions (e.g. 1930s as reference)
- **Transition moments** from authoritarian/totalitarian rule to democracy in different European countries, their similarities and differences (e.g. 1989 as reference)
- **Lessons retained for the future** about how to defend and sustain EU values such as democracy, rule of law and fundamental rights.
- **Providing historical justice** after the end of totalitarian and authoritarian regimes

Priority 2 - Remembrance of the Holocaust, genocide, war crimes and crimes against humanity

- **Legacy of these crimes** requires continuous sharing and remembering as well as research to curb distortion → **universal and particular lessons** on human rights and combating antisemitism and racism
- **New ways of remembering** and educating about these crimes → developing networks of Young European Ambassadors to promote remembrance; testimonies
- **Countering historical distortion**, trivialization and denial
- **Digitalising historical material** and testimonies of witnesses for education and training purposes.
- **Organised opposition and/or resistance** from within society played a key role in fighting foreign occupation and/or overthrowing totalitarian and authoritarian regimes.

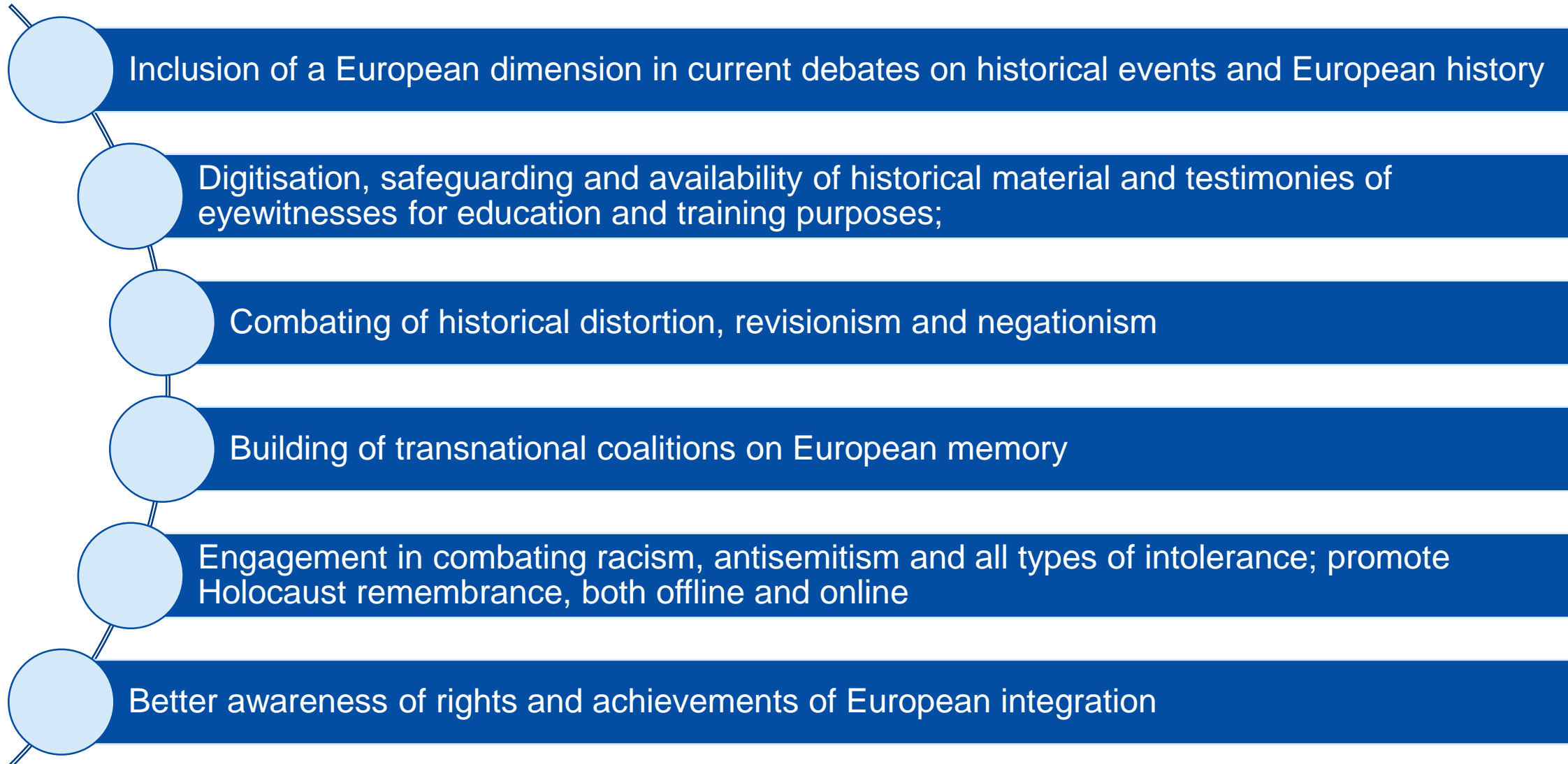
Priority 3 - Migration, de-colonisation and multicultural European societies

- **Migration** (into, out of or within Europe) in recent European history → **Population movements** such as economic migration, expulsion, deportation, fleeing violence.
- Experiences of migration that can be linked to a multitude of events such as wars, transition moments, economic impacts, persecution or others. Reference periods can be post and pre-war migration, economic migration 50s-60s; migration from former colonies (linked to below).
- **Colonialism and post-colonial societies** → A European dimension in the debates on European colonialism and Post-Colonialism (e.g. De-colonisation post-WWII).
- Effect on today's prejudices and stereotypes towards racialized people.

Priority 4 - European integration

- **Defining moments and reference points of European integration** including **pre-integration** → (e.g. Ventotene manifesto, Congress of Europe)
- **Specific rights** granted in the European Union → freedoms of movement, study, life and work “abroad”, EU fundamental rights
- **Specific achievements** → e.g. a common currency, or on defining moments such as accession of countries.

What should your project achieve?

- 
- Inclusion of a European dimension in current debates on historical events and European history
 - Digitisation, safeguarding and availability of historical material and testimonies of eyewitnesses for education and training purposes;
 - Combating of historical distortion, revisionism and negationism
 - Building of transnational coalitions on European memory
 - Engagement in combating racism, antisemitism and all types of intolerance; promote Holocaust remembrance, both offline and online
 - Better awareness of rights and achievements of European integration

Tips

- **Impactful** → good projects deliver sustainable concrete results with a clearly described target group, which can or will continue to be implemented even after the funding.
- **Link the past to the present** → Strong historical component while picking up current-day challenges
- **Sharing knowledge** → The involvement of different actors from memorials, public authorities to NGOs is a plus for the project.
- **Replicable** → Think of activities that can, if shared with other practitioners, easily be replicated in other contexts.
- **The right size** → Average funding is around € 250,000, meaning that projects should not request excessive funding as we want to fund as many projects as possible.
- **Concrete activities** → Not research funding however research can play a part.

European Remembrance – Framework partners



EuroClio

Inspiring History and Citizenship Educators

PAIDEIA
The European Institute
for Jewish Studies in Sweden



EUROM | EUROPEAN
OBSERVATORY
ON MEMORIES

 EUROPEAN NETWORK
REMEMBRANCE AND SOLIDARITY

 **centropa**

 **Centre européen
Robert Schuman**
*Maison de l'Europe
Scy-Chazelles*

YAHAD
i **N UNUM**

Thank you



European Commission
Directorate General for Justice and Consumers



CERV CITIZENS,
EQUALITY, RIGHTS
AND VALUES
EU FUNDING PROGRAMME

Questions?



National Contact Points for the CERV Programme

Željka MARKULIN, NCP Croatia

Zane MELKE, NCP Latvia

7 March 2023



Citizens, Equality, Rights
and Values Programme

NATIONAL CONTACT POINTS

@CITIZENS-REM Info Session

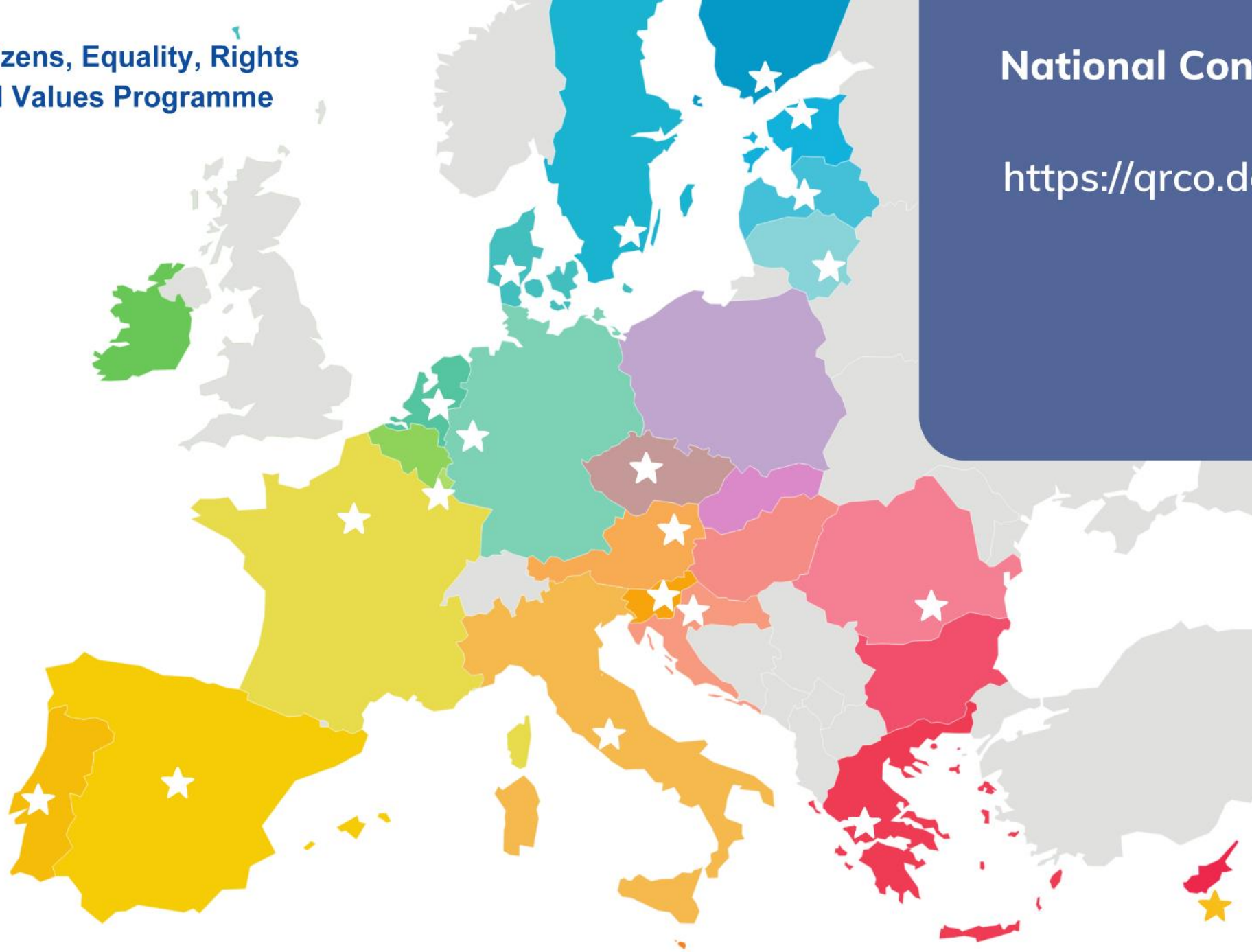
LINK TO PRESENTATION:

<https://qrco.de/CERV-NCP-Pres>





Citizens, Equality, Rights
and Values Programme



National Contact Points
LINK

<https://qrco.de/cervNCPs>





OUR MISSION

INFORMATION

- providing information about the Programme & its **FUNDING OPPORTUNITIES** and about the policy initiatives in the areas covered by the Programme.

ADVICE

- facilitating the participation of stakeholders and giving advice to applicants;
- increasing the **CAPACITY** of stakeholders to take part in the Programme.

SUPPORT

- facilitating the **MATCH-MAKING** between potential partner entities on a transnational level;
- supporting applicants during the **APPLICATION PROCESS**.

DISSEMINATION

- dissemination of **BEST PRACTICE** projects;
- increasing knowledge and awareness of Programme results.



Citizens, Equality, Rights
and Values Programme

JOINT EVENTS

WED 08/03 CERV CITIZENS' FORUM

10 am-12 PM Call: CITIZENS-TOWN-NT & TT

THU 16/03 CERV CITIZENS' FORUM

10 am-12 PM Calls: CITIZENS-TOWN-NT & TT

COMING UP: CERV CITIZENS' FORUM

(dates to be announced soon)
Calls: CHAR-LITI & EQUAL



NCP CERV Partner Search



[https://qrco.de/
CERVps](https://qrco.de/CERVps)

NCP Event Registration



[https://qrco.de/
CERV-forum](https://qrco.de/CERV-forum)



[www.facebook.com/
CERVprogramme](http://www.facebook.com/CERVprogramme)



Co-funded by the European Union

Office of the Government of the Czech Republic

CERV

YOU CARE. WE CERV.

PROGRAMME
CITIZENS. EQUALITY. RIGHTS. VALUES
2021-2027

THE MAIN THEMATIC AREAS OF THE PROGRAMME

- EQUALITY
- CITIZEN ENGAGEMENT
- PREVENTION
- ADAPTATION

The programme aims to protect and promote values enshrined in the EU Treaties and the Charter of Fundamental Rights

SUPPORTED ACTIVITIES

- Seminars, exhibitions, documentaries, etc.
- Other activities of non-employment nature

ELIGIBLE APPLICANT / PARTNER

- Public or private organization established in the EU
- Organizations, civil society organizations, citizens and local and regional authorities (e.g. sports clubs, museums, research institutions, associations, etc.)

info@ercv.cz / CERV@vlada.cz
 Czech Republic
 +420 258 750 503

National contact point
Government office of the Czech Republic
Národní Edvarda Beneše 4, Praha 1



Coffee *BREAK*

10 minutes

Application procedure

Horizontal aspects

EU values

Gender mainstreaming

Child protection policy

Joanna PESCH-KONOPKA, EACEA

What are EU values ?



Article 2 of the Treaty on the European Union

The Union is founded on the values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities. These values are common to the Member States in a society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality between women and men prevail.

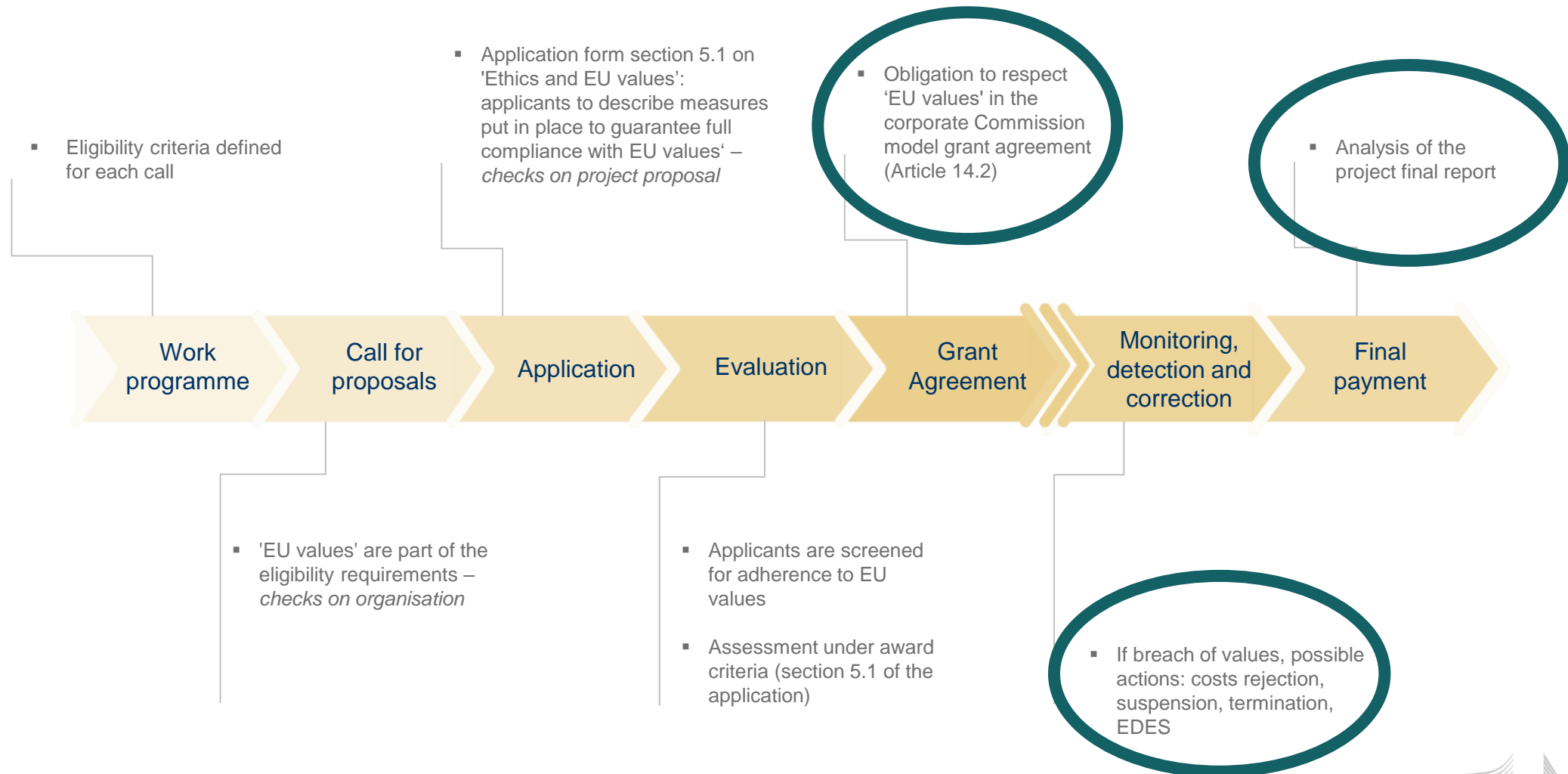
What are EU values ?

Article 21 of the EU Charter of Fundamental Rights



- 1. Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited.*
- 2. Within the scope of application of the Treaties and without prejudice to any of their specific provisions, any discrimination on grounds of nationality shall be prohibited.*

Adherence to EU values - Project lifecycle





Gender mainstreaming



How to make sure you integrate a gender perspective?

When you draft your proposal, please consider the questions below

Basic

- Did I conduct a **gender equality analysis** to assess my project's design, implementation and impact?

Basic

- Did I take into account **gender aspects in my needs assessment**?

Basic

- Will the data and indicators I collect and create be **disaggregated by sex**?

Basic

- Did I include in my proposal **a commitment to advance gender equality**?

Basic

- Did I include in my proposal a **commitment to monitor and report on the gender equality results achieved** by the project in the evaluation phase?

Advanced

- Do I plan to create **gender-specific indicators** to measure the project's gender equality objectives?

Resources for your consideration

Please visit the EIGE Website

[Gender Mainstreaming Toolkit](#)

[Gender statistics and indicators | EIGE \(europa.eu\)](#)

[Gender evaluation | EIGE \(europa.eu\)](#)

[Gender monitoring | EIGE \(europa.eu\)](#)

[Gender analysis | EIGE \(europa.eu\)](#)

[Gender awareness-raising | EIGE \(europa.eu\)](#)



Child protection policy



Supporting documents

Participants with activities involving children must moreover have a child protection policy covering the four areas described in the Keeping [Children Safe Child Safeguarding Standards](#)

This policy must be available online and transparent to everyone who comes in contact with the organisation.

It must include clear information about the recruitment of staff (including trainees and volunteers) and include background checks (vetting). It must also include clear procedures and rules for staff, including reporting rules, and continuous training.

Application procedure

Timetable and deadlines

Available budget

Lump sums grant

Timetable and deadlines

Call opening	16 February 2023
Deadline for submission	6 June 2023 – 17:00:00 CET (Brussels time)
Evaluation	June - September 2023
Information on evaluation results	October - November 2023
Grant Agreement signature	December 2023 – March 2024

Key figures

- **Available budget:** EUR 10 200 000
- **Project duration:** between 12 and 24 months
- **Project budget:** min EUR 50 000 (**NEW COMPARED TO 2022 REM CALL**); max - no limit
- **Lump sums grant:** based on a lump sum or financing not linked to costs (type of activity, number of participants, number of different country of residence – eligible countries)

LUMP SUMS GRANT

- The grant is based on lump sums - The lump sum calculation is based on three parameters: the type of an event (in situ or online), number of direct participants and the number of eligible countries per event.
- An event happens within a defined timeframe and can include different types of activities (conferences, workshops, trainings, seminars, debates, webinars, exhibitions, film screenings/making, campaigns, surveys, research, flashmobs, etc.).
- One event corresponds to one work-package in the application form. 1 work package = 1 event = one or several activities

Application procedure

Admissibility and eligibility conditions

Award criteria

Peter FABIAN-HAJEK, EACEA

Admissibility

Proposals should be:

- **submitted electronically** through the [Funding&Tender Portal](#) by the deadline;
- **complete** and contain all the mandatory annexes;
- Part B maximum **70 pages**. Evaluators will not see any additional pages.

Eligibility (1/2)

- **Coordinator (lead applicants):** non-profit legal entities (public or private bodies) or an international organisation
- **Co-applicants:** be non-profit or for profit legal entities (public or private bodies) **NEW COMPARED TO 2022 REM CALL**
- **! For profit**> ONLY in partnership with public entities, private non-profit organisations or with international organisations
- **Consortium composition:** Consortium of at least 2 applicants (lead applicant ("Coordinator") and at least one co-applicant, not affiliated entity or associated partner)

Eligibility (2/2)

- Be formally **established** in one of the **eligible countries**:
 - **EU Member States** (including overseas countries and territories (OCTs))
 - **Non-EU countries: ongoing negotiations** for an association agreement and where the agreement enters into force before grant signature
- Other eligibility conditions:
 - **Activities** must take place in any of the **eligible countries**.
 - Grant requested min. EUR 50 000. **NEW COMPARED TO 2022 REM CALL**

Selection criteria

Financial capacity

- applicants must have stable and sufficient resources for implementing the activities
- a financial capacity check will be performed through documents to upload in Participant Register (no check for public bodies neither, international organisations and for grants under EUR 60.000)

Operational capacity

- Know-how, qualifications and know-resources to implement the activities
- assessed together with the award criterion « Quality »

Award criteria

Award criteria	Minimum pass score	Maximum score
Relevance	25	40
Quality	n/a	40
Impact	n/a	20
Overall (pass) scores	70	100

Award criteria - Relevance (40 points – min 25)

- **Relevance** to the priorities and objectives of the call
- Clearly defined **needs** assessment
- Clearly defined **target group** (**gender perspective**)
- Contribution to the **EU strategic and legislative context**
- **European/transnational dimension**
- Transfer of **good practices**
- Potential to develop mutual **cross-border** cooperation (impact)

Award criteria - Quality (40 points)

- **Clarity and consistency** of the project
- **Logical links** between identified problems-needs-solutions
- **Methodology** for implementation (**gender perspective**)

« timetable; allocation of resources; distribution of tasks between partners; risks & risk management; monitoring and evaluation »

- **Feasibility** of the project within the proposed time frame

Award criteria – Impact (20 points)

- Ambition and expected **long-term impact** of results **on target groups/public**(**gender perspective**)
- **Dissemination** strategy
- Positive **multiplier effect**
- Long-term impact and **sustainability**

Application procedure

Tips for applicants

TIPS IN BRIEF

- ✓ In line with policy priorities with a clear focus
- ✓ Realistic objectives and relevance to participating organisations & target groups
- ✓ Concrete targets and expected results
- ✓ Well established methodology
- ✓ Consistent with realistic project objectives, methodology and activities
- ✓ Strong partnership
- ✓ Realistic and sustainable results – visibility and media coverage
- ✓ Transnational consortium welcome

TIPS IN BRIEF

- Have the **project idea** firmly in mind before starting to complete the application
- **Take time** to understand how the application is structured
- Be sure your **project fits** into the REM objectives and priorities
- Ensure that **partner involvement** (work packages, budget distribution) has been fully discussed and agreed
- Allow time for **drafting** and **reviewing** and **redrafting**
- Submit your proposal at the latest 24 hours **before the deadline**

Suggestions to prepare with your partners

- ✓ Be familiar with partners' profile for a proper project implementation
- ✓ Partners who provide low quality input to the drafting of application might not provide high quality input into the project
- ✓ Make sure that your partners are ready to implement the project if selected
- ✓ Clarify the number & dates & venues of meetings in advance
- ✓ Make sure you have an adequate project team for implementation
- ✓ Consortium agreement

ISSUES FROM FORMER SELECTIONS

- Incorrect template used (budget calculator, Part B)
- Budget based on real costs
- Inconsistencies in budget between Part A and the budget calculator (total)
 - E.g. Work packages not linked to events
- Non eligible countries
- Annexes missing such as CPP

Application procedure

Where to find the Call

How to create your application

Proposal structure

Where to find the Call

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>

Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)

The screenshot shows the 'Funding and tenders (1)' page on the European Commission's portal. A search bar at the top left contains the text 'Cerv-2023-citizens-rem'. Below the search bar, there are filters for 'Match whole words only' (checked), 'GRANTS' (checked), and 'TENDERS' (checked). The 'Submission status' section shows three options: 'Forthcoming', 'Open for submission (1)', and 'Closed'. The 'Programming period' section has a dropdown menu with 'Select a Programme period...'. The 'Filter by Programme / Programme group' section has a dropdown menu with 'Select a Programme...'. The main content area displays a search result for 'European Remembrance - 2023' with the code 'CERV-2023-CITIZENS-REM'. The result details are as follows:

Programme	Citizens, Equality, Rights and Values Programme (CERV)	Status	Open for submission
Type of action	CERV Lump Sum Grants	Deadline model	single-stage
Opening date	16 February 2023	Deadline date	06 June 2023 1

At the bottom of the result, there are navigation controls including a page number '1' and a dropdown menu showing '50'.

How to create your application

Read the **Call document**, and the **FAQ** carefully before starting your application

- General information
- Topic description
- Conditions and documents
- Partner search
- Submission service
- Topic related FAQ
- Get support
- Call information
- Call updates
- Go back to search results

- General information
- Conditions and documents
- Partner search announcements
- Submission service
- Topic related FAQ
- Get support
- Call information
- Call updates
- Go back

Topic conditions and documents

1. **Eligible countries:**
The eligible countries are described in the **Call document** in the part "6. Eligibility - Eligible participants (eligible countries)".

2. **Eligibility and admissibility conditions:**
The eligibility and admissibility conditions are described in the Call document in the parts "5. Admissibility and documents" and "6. Eligibility".

show more...

Start submission

To access the Electronic Submission Service, please click on the submission-button next to the **type of action** and the **type of model grant agreement** changed in the submission system. Upon confirmation, you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select

Please select the type of your submission:

- CERV Lump Sum Grants [CERV-LS] CERV Lump Sum Grant [CERV-AG-LS]

Start submission

Need help?

When you are ready, click on **'Start submission'**

Topic related FAQ

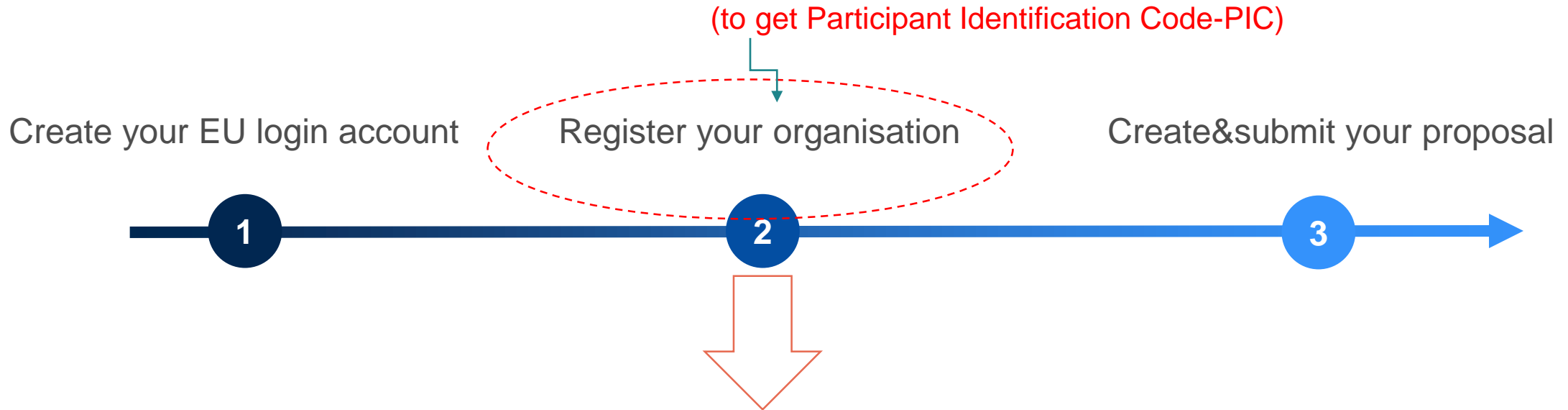
How do I gender mainstream my proposal under the justice and the CERV programmes?
To gender mainstream your proposal, please consider the guiding questions below to integrate

How should the budget be distributed per partner organisation in Part A?

Call updates

Updates - News
CALL :

How to create your application



Browser address bar: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/how-to-participate/1>

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA)

English EN

Register Login

SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

How to create your application

Roles in the consortium

1. Coordinator – takes care of the project management and coordination
2. Partners - help you reach objectives and solve problems
 - Consortium agreement (at contracting stage)

NB: All the entities involved need to be registered with a PIC.

For full consortium composition read the Call document

How to create your application

Create proposal

Deadline
06 June 2023 17:00:00 Brussels Local Time

91 days left until closure

Call data

Call: **CERV-2023-CITIZENS-REM**
Topic: **CERV-2023-CITIZENS-REM**
Type of action: **CERV-LS**
Type of MGA: **CERV-AG-LS**

Topic and type of action can only be changed by creating a new proposal.

Download Part B templates

[Download part B templates](#)

Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion or system in accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposals b **You can submit the proposal as many times as you wish up until the deadline.** Each new submitted version v

Find your organisation

PIC **Short name**

Organisations you have been previously associated with. (Click to select)

PIC: 888801495 Test France Rue Paris Paris,FR	PIC: 923131832 Aero LTD MaartStreet 12 Almere,US VAT: 125648321	PI Be Vi Uc
PIC: 911571663 Test_BE Rue Test 1 Vill Test BE	PIC: 911571469 Test_FR Rue Test 2 Vill Test FR	

Enter the PIC of your organisation


How to create your application

Deadline
06 June 2023 17:00:00 Brussels Local Time

91 days left until closure

Call data


Call: **CERV-2023-CITIZENS-REM**
Topic: **CERV-2023-CITIZENS-REM**
Type of action: **CERV-LS**
Type of MGA: **CERV-AG-LS**


 Topic and type of action can only be changed by creating a new proposal.



Proposal data


Acronym: **Test Live 17022023**
Draft ID: **SEP-210932190**





Download Part B templates


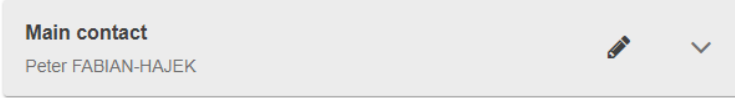


 Download part B templates

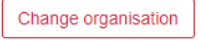
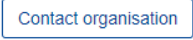
 In this step, the coordinator can manage and review the participants.
Note: The changes will be applied only after you click the "Save Changes" button.

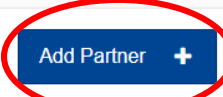
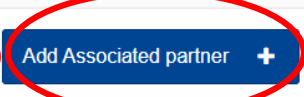
Number of participants: 1  Reorder 

Coordinator
 Test France

  Test France 468 Contacts:  Add contact 

 
Main contact
Peter FABIAN-HAJEK  

SAVE SAVE AND GO TO NEXT STEP NEXT

Proposal structure


- **Part A** – online form
 - General Information, abstract (only in EN), participants and contacts, budget per participants – Total budget = the total budget lump sum calculator.
- **Part B** – to be downloaded and then re-uploaded (max. 70 pages)
 - Description of the project and applicant organisation, work packages and activities
- Annex 1 – Budget calculator template – total = total budget in part A
- Annex 2 – List of key previous projects for the last 4 years
- Annex 3 – Child protection policy (if activities with children)
- **Part C** – online form = indicators

Proposal structure

Part B

Call data


Call: **CERV-2023-CITIZENS-REM**
Topic: **CERV-2023-CITIZENS-REM**
Type of action: **CERV-LS**
Type of MGA: **CERV-AG-LS**

 Topic and type of action can only be changed by creating a new proposal.

Proposal data

Acronym: **Test Live 17022023**
Draft ID: **SEP-210932190**

Download Part B templates


 [Download part B templates](#)

Support & Helpdesk


[Online Manual](#) [IT How To](#)

Part A Part C


Any changes made to the proposal will not be available to the European Commission service unless resubmitted before the call closure.









 Your proposal contains changes that have not yet been submitted.

Administrative forms (Part A)

[Edit forms](#) [Edit Part C](#) [View history](#) [Print preview](#) 

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. 

Part B *	<input type="text"/>		Upload 
Calculator *	<input type="text"/>		Upload 
List of previous projects	<input type="text"/>		Upload 
Child protection policy	<input type="text"/>		Upload 

Annexes

[BACK TO PARTICIPANTS LIST](#) [VALIDATE](#)

Proposal structure – Part A

Administrative form

Table of contents

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show

Proposal structure – Part B

TABLE OF CONTENTS

ADMINISTRATIVE FORMS (PART A)	3
TECHNICAL DESCRIPTION (PART B)	4
COVER PAGE	4
PROJECT SUMMARY	5
1. RELEVANCE	5
1.1 Background and general objectives	5
1.2 Needs analysis and specific objectives	5
1.3 Complementarity with other actions and innovation — European added value	5
2. QUALITY	6
2.1 Concept and methodology	6
2.2 Consortium set-up	6
2.3 Project teams, staff and experts	6
2.4 Consortium management and decision-making	7
2.5 Project management, quality assurance and monitoring and evaluation strategy	7
2.6 Cost effectiveness and financial management	8
2.7 Risk management	8
3. IMPACT	8
3.1 Impact and ambition	8
3.2 Communication, dissemination and visibility	9
3.3 Sustainability and continuation	9
4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING	10
4.1 Work plan	10
4.2 Work packages, activities, resources and timing	10
<i>Work Package 1</i>	11
<i>Work Package</i>	14
<i>Staff effort (n/a for Lump Sum Grants)</i>	14
<i>Subcontracting (n/a for prefixed Lump Sum Grants)</i>	15
<i>Timetable</i>	16
5. OTHER	18
5.1 Ethics and EU values	18
5.2 Security	18
6. DECLARATIONS	18
ANNEXES	20

Proposal structure – Part B – lump sum exceptions

2.6 Cost effectiveness and financial management

Cost effectiveness and financial management (n/a for prefixed Lump Sum Grants)

Describe the measures and effective way.
Indicate the arrangements resources will be allocated

4.2 Work packages, activities, resources and timing

WORK PACKAGES

Work packages

This section concerns a detailed description of the project activities.

Group your activities into work packages. A **work package means a major sub-division of the project**. For each work package, enter an objective (expected outcome) and list the activities, milestones and deliverables that belong to it. The grouping should be logical and guided by identifiable outputs.

Projects should normally have a minimum of 2 work packages. WP1 should cover the management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc) and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages). WP2 and further WPs should be used for the other project activities. You can create as many work packages as needed by covering WP1.

For very simple projects, it is possible to use a single work package for the entire project (WP1 with the project acronym as WP name). For prefixed Lump Sum Grants, each event should be one work package.

Work packages covering financial support to third parties (⚠ only allowed if authorised in the Call document) must describe the conditions for implementing the support (for grants: max amounts per third party; criteria for calculating the exact amounts, types of activity that qualify (closed list), persons/categories of persons to be supported and criteria and procedures for giving support; for prizes: eligibility and award criteria, amount of the prize and payment arrangements).

⚠ Please limit the number of work packages and reduce the number of deliverables (max 10 to 15 for the entire project). (n/a for prefixed Lump Sum Grants).

⚠ Enter each activity/milestone/output/outcome/deliverable only once (under one work package).

⚠ Ensure consistence with the detailed budget table/calculator (if applicable). (n/a for prefixed Lump Sum Grants)

Estimated budget – Resources

Participant	Costs (n/a for Lump Sum Grants)	
	A. Personnel	Staff effort (n/a for Lump Sum Grants)

For Lump Sum Grants, see detailed budget table

Staff effort per work package

Fill in the summary work package information and effort per work package. Make sure the figures are consistent with the section estimated budget table. There is no automatic reconciliation function across the different tables within this document.

Subcontracting (n/a for prefixed Lump Sum Grants)

Subcontracting

Give details on subcontracted project tasks (if any) and explain the reasons for subcontracting. Subcontracting means the implementation of activities

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (annex 1 to Part B) — mandatory for Lump Sum Grants (see [Portal Reference Documents](#))

Proposal structure – Part B – Budget calculator

CERV Programme - Citizens engagement and participation strand:
European remembrance, Citizens participation, Networks of Towns

Estimated EU contribution

ATTENTION: The list of events has to correspond with the list of work-packages described in part B and the events listed in part C. Please use the same order! 1 EVENT = 1 WORK-PACKAGE

The "Total Amount" in this calculator must be equal to the "Total" of the "Requested grant amount" in the Part A, section 3-Budget.

Project title:

**! Fill in with the project name. !
! If it is not filled in, it stays red. !**

Event (Work Package) Number	Event type: in situ OR online (manual input)	Number of countries (manual input)	Number of participants (manual input)	Lump sums (EUR) (automatic)
1				EUR 0
2				EUR 0
3				EUR 0
4				EUR 0
24				EUR 0
25				EUR 0
			Total Amount	EUR 0

The "Total Amount" in this calculator must be equal to the "Total" of the "Requested grant amount" in the Part A, section 3-Budget.

Proposal structure

- Part C (New)

Proposal ID	Call for Proposal	Topic	Type of Action
SEP-210932190	CERV-2023-CITIZENS-REM	CERV-2023-CITIZENS-REM	CERV-LS

Main Activity Type




- Training Activities
- Awareness Raising Activities
- Mutual Learning Activities
- Analytical Activities
- ICT Tools

Mandatory

Maximum number of items (1) reached.

People Reached

To add one more line, click on the + sign

Deliverable Number	Activity Name	Activity Type	Activity Mode	Duration (days)	Male Attendees / Male Reached	Female Attendees / Female Reached	Non-binary Attendees / Non-binary Reached	Total Attendees / Persons Reached	
2	Workshop in Germanv	Awareness Raising Activities	Face to Face	2	10	10	2	22	 >
5	Conference on research findings	Awareness Raising Activities	Face to Face	1	110	110	2	222	 >
8	Seminar for teacher training	Training Activities	Online	3	50	51	0	101	 >



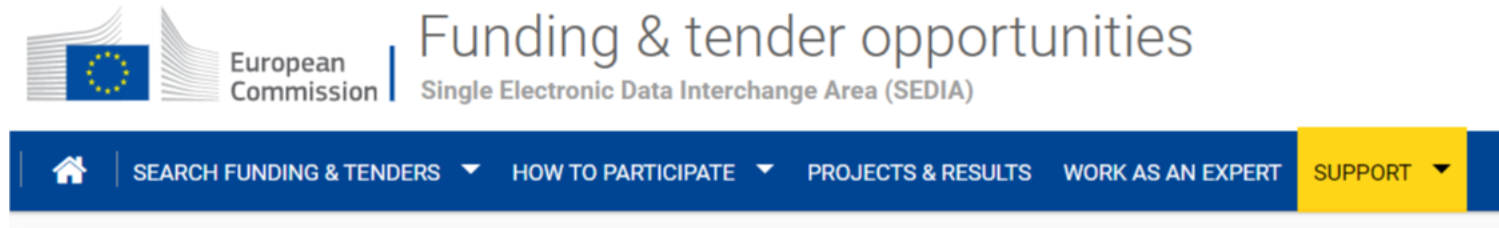
Configuration Info

View PDF

Cancel changes

Save data

Help



- [Online manual](#)
- [Portal FAQ](#)
- Questions: EACEA-CERV@ec.europa.eu

Reference documents

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents>

- CERV Regulation
- Work Programme
- Standard application form (in pdf)
- Model grant agreement and contract
- Reporting templates

The screenshot displays the 'Reference Documents' page for the Citizens, Equality, Rights and Values Programme (CERV). The page features a navigation bar with options like 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. Below the navigation bar, the title 'Citizens, Equality, Rights and Values Programme (CERV)' is visible. A filter for 'Programming period' is set to '2021-2027'. The main content area is divided into sections for 'Grants' and 'Procurement'. The 'Grants' section includes a description of the page's purpose and a prompt to select a programme. The 'Procurement' section mentions that reference documents related to tendering opportunities are published on TED eTendering. A search bar and a list of reference documents are also present, with the following items highlighted in yellow: Legislation, Work programme & call documents, Grant agreements and contracts, Guidance, Templates & forms, and Funding & Tenders Portal.

Contacts and useful links



To apply go the **Funding & tenders opportunities portal**
[Funding & tenders \(europa.eu\)](https://ec.europa.eu/funding-tenders-portal/)



Read carefully the **text of the calls for proposals**



Questions: EACEA-CERV@ec.europa.eu or National Contact Points
IT related questions: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/helpdesks/contact-form>



CERV CITIZENS,
EQUALITY, RIGHTS
AND VALUES
EU FUNDING PROGRAMME

Questions?



CERV – ongoing/ future Calls For Proposals

OPENED FOR SUBMISSION:

- [European Remembrance](#) (deadline for submission 06 June 2023 17:00:00 Brussels time)
- [Networks of Towns](#) (deadline for submission 20 April 2023 17:00:00 Brussels time)
- [CHAR-LITI](#) – 5 topics (deadline for submission 25 May 2023 17:00:00 Brussels time)
- [EQUAL](#) (deadline for submission 20 June 2023 17:00:00 Brussels time)
- [DAPHNE](#) (deadline for submission 19 April 2023 17:00:00 Brussels time)

PUBLISHED:

- [Town-Twinning](#) (planned opening 15 March 2023)
- [Citizens' engagement and participation](#) (planned opening 05 September 2023 17:00:00 Brussels time)

PUBLICATION FORTHCOMING:

- Rights of the child and children's participation (2024)

Closing remarks

By Inna Petrenko, *Head of Sector 'Citizens and EU Values'*

European Education and Culture
Executive Agency



Thank you !