

## **“ACTIVE CITIZENS FUND” IN GREECE**

### **CALL FOR PROJECT PROPOSALS (#3)<sup>1</sup>**

#### **“INCREASED CITIZEN PARTICIPATION IN CIVIC ACTIVITIES”**

**Deadline for application submission: April 3<sup>rd</sup>, 2020 (23:59, EET)**

The Bodossaki Foundation, in consortium with SolidarityNow, acting as the Fund Operator (FO) for the EEA Grants Programme “Active Citizens Fund” in Greece (ACF), announces the present open call for Non-Governmental Organizations (NGOs) project proposals which addresses the expected outcome **“Increased citizen participation in civic activities”**.

**This is the third open call for this Programme, with an allocated amount of € 1,000,000.**

The amount of **€200.000** is the maximum grant amount for large projects, the amount of **€80.000** is the maximum grant amount for medium projects and the amount of **€5.000** is the maximum grant amount for micro projects funded under this call, according to the following table:

Size of projects	Grant amounts	Duration of projects
<b>Large</b>	€80,000.01 - €200,000.00	12 – 36 months
<b>Medium</b>	€5,000.01 - €80,000.00	6 – 24 months
<b>Micro</b>	€1,000.00 - €5,000.00	1 – 6 months.

The available funding will be allocated to projects proposed by NGOs through a transparent selection procedure. For more information concerning the application process, the selection criteria, as well as the evaluation and selection process, kindly see the [“Guidelines for Applicants”](#).

The “Active Citizens Fund” in Greece is part of the implementation of the EEA Financial Mechanism 2014-2021 by which the donor states -Iceland, Liechtenstein and Norway- contribute to the reduction of economic and social disparities, and the strengthening of bilateral relations between Greece and the donor states.

The total amount of € 12,000,000 will be allocated through the Programme.

The overall objective of the Programme is the **strengthening of civil society and active citizenship and the empowerment of vulnerable groups** and it is based on the common

<sup>1</sup> It refers to Call #1, as mentioned in the [Programme Implementation Agreement](#)

values of respect of human dignity, freedom, democracy, equality, the rule of law and the respect for human rights including rights of persons belonging to minorities.

One of the goals of the EEA Financial Mechanism 2014-2021 is the strengthening of relations between NGOs in Greece and entities in the Donor States with a view to promoting project partnerships and joint activities, the exchange of knowledge and best practices.

### Objectives and indicative activities

**The aim of this call is to increase citizen participation in civic activities.** The projects that will be selected will aim at increasing citizen participation in civic activities and in consultations with public decision-making bodies, fostering civic engagement and volunteering, providing and promoting civic and media literacy education, strengthening advocacy on enabling institutional environment for civic engagement.

The aforementioned objective shall be achieved through the following **indicative project activities**:

- Development and dissemination of proposals and/or policy papers for legal and/or institutional reforms that will promote citizen involvement in policy-making
- Educational activities on media literacy
- Educational activities on civic rights and civic participation
- Development of initiatives and/ or tools (electronic and others) that enable citizen participation in public discussions and decision-making
- Awareness-raising campaigns that promote active citizenship, civic rights and responsibilities

Each supported project shall deliver and report upon at least one output, to be selected from the indicators set for the Programme and quantified according to its nature and objective. For more details, please see the [“Guidelines for Applicants”](#).

The **output indicators** established for this Outcome are:

- Number of NGO policy submissions submitted aimed at influencing the enabling environment for civic engagement
- Number of people educated about civic rights and participation or media literacy
- Number of NGO initiatives promoting civic participation
- Number of awareness raising campaigns promoting active citizenship
- Number of volunteers working in supported NGOs

	Expected Programme Results	Indicator	Target value <sup>2</sup>
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<sup>2</sup> The targets values correspond to the whole Programme and are included to provide the applicants with an overview of the Programme's commitments.

Outcome 1	Increased citizen participation in civic activities	Number of people participating in consultations with a public decision-making body (disaggregated by gender, age, Roma)	5,000
Output 1.1	CSO advocacy on enabling institutional environment for civic engagement strengthened	Number of CSO policy submissions submitted aimed at influencing the enabling environment for civic engagement	3
Output 1.2	Civic and media literacy education provided and promoted <sup>3</sup>	Number of people educated about civic rights and participation or media literacy <sup>4</sup> (disaggregated by gender, age, Roma)	1,700
Output 1.3	Civic engagement and volunteerism fostered	Number of CSO initiatives promoting civic participation	15
		Number of awareness raising campaigns promoting active citizenship carried out	5
		Number of volunteers working in supported CSOs (disaggregated by gender, age, Roma)	1,000

## Eligible Applicants

Eligible applicants are NGOs (CSOs) that are established in Greece and fall within the following definition:

“A non-profit voluntary organization established as a legal entity, having a non-commercial purpose, independent of local, regional and central government, public entities, political parties and commercial organizations. Religious institutions and political parties are not considered NGOs”. Eligible applicants shall abide by the principles of democratic values and human rights.

More specifically, eligible candidates must meet the following general conditions:

- 1) Are **non-profit** organizations that have not been created nor operate to generate personal profit. Although they may have paid staff and may engage in revenue-generating activities, they do not distribute profits to their members nor to their board. Where revenue-generating activities are undertaken, these should not represent the purpose of the NGO but should be solely a means to support its mission and values;
- 2) Have members who do not have any direct commercial interest in the outcome of the work of the organizations or of its commercial activities and should not pursue the commercial or professional interests of their members. This requirement

<sup>3</sup> Including environmental protection/climate change.

<sup>4</sup> Including education on environmental protection/climate change.

- therefore excludes trade and professional associations, where the aims and purposes of the association are to further the specific interests of its members only;
- 3) Are voluntary in nature, formed voluntarily by groups or individuals and usually involving an element of voluntary participation in the organization;
  - 4) Act in the public arena and for the public good on concerns and issues related to the well-being of people, groups or society as a whole;
  - 5) Have some degree of formal or institutional existence, unlike informal or ad hoc groups, involving formal statutes or other governing document(s) defining their mission, objectives and scope;
  - 6) Have transparent structures and an elected chair / board, and are accountable to their members and donors;
  - 7) Are independent of local, regional and national government and other public authorities,
  - 8) Are independent of political parties and commercial organizations.

Political parties and religious organizations<sup>5</sup>, social partners<sup>6</sup> or profit-distributing cooperatives are not considered NGOs and are not eligible.

Social enterprises<sup>7</sup> are not considered NGOs and are not eligible.

Foundations<sup>8</sup> and faith-based organizations<sup>9</sup> are considered eligible NGOs as long as they fulfill the above requirements.

Organizations registered as Associations (Civil Code Art. 78-107), Civil non-profit companies (Civil Code Art. 741-748) and Foundations (Civil Code Art. 108-121 and Law 4182/2013 Art. 50-60), are considered NGOs and thus are eligible to apply, as long as they fulfill the above requirements.

The Hellenic Red Cross Society is considered eligible NGO as long as it fulfills the above requirements.

Organizations that have not recovered amounts due, following a final court decision in connection with the NGO Programme 2009-2014 in Greece, shall not be considered eligible applicants and/or partners.

The following **limitations** apply:

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<sup>5</sup> Religious institutions do not include faith-based organizations as described below (footnote 5), which are eligible.

<sup>6</sup> Social partners are defined as trades unions and employers' negotiating bodies, as defined by the EU.

<sup>7</sup> Social and Solidarity Economy Organizations (Law 4430/2013 and prior Law 4019/2011) are to promote social entrepreneurship, have a statutory commercial purpose, distribute profits to members, while members can be public entities.

<sup>8</sup> Foundations set up for public benefit are eligible, if independent from political party or central, regional or local government control.

<sup>9</sup> Funded activities of faith-based organizations must not directly or indirectly promote a religious doctrine, mission or proselytism related to the beliefs of a particular faith (beyond basic religious / cultural awareness raising).

- For **large projects** (between EUR 80,000.01 and EUR 200,000.00): The eligible applicants must, at the deadline for submission of proposals, have completed two (2) years of operation since their legal establishment;
- For **medium projects** (between EUR 5,000.01 and EUR 80,000.00): The eligible applicants must, at the deadline for submission of proposals, have completed twelve (12) months of operation since their legal establishment;
- For **micro projects** ((between EUR 1,000.00 and up to EUR 5,000.00)): The eligible applicants must, at the deadline for submission of proposals, have completed six (6) months of operation since their legal establishment.
- Each applicant, applying as a project promoter (lead applicant) or partner, can submit as project promoter or participate as partner in only **one (1) application per call**.
- NGOs that are participating as project promoters or partners in **at least three (3) projects**, that have been selected for funding (through different calls), **cannot receive additional funding**, except through the bilateral fund and the 6<sup>th</sup> call (Platforms and Networks among NGOs developed).

### Eligible partners

Projects may be implemented in partnership with project partners. All project partners must share a common goal and actively contribute towards achieving the project objective(s), as defined in the proposal. The role and specific obligations undertaken by each partner, must be clearly defined and justified in the project proposal.

The following entities are eligible to be project partners:

- Any public or private entity, commercial or non-commercial, as well as non-governmental organizations established as a legal person either in the donor states (donor project partnership), beneficiary states<sup>10</sup> or a country outside the European Economic Area that has a common border with Greece<sup>11</sup>
- Any international organization or body or agency thereof
- Informal, ad hoc and self-help organizations (including grassroots organizations) that are not registered legal entities in the beneficiary state (informal groups). Such organizations must however meet the requirements that they are not for personal profit, act for public good, are voluntary and non-discriminatory in nature, independent of local, regional and national government and other public authorities, and are independent of political parties, religious institutions and commercial organizations. These informal groups shall be represented by one single person, who signs the project partnership agreement on behalf of the group. An informal group cannot not be a direct recipient of the project grant.<sup>12</sup> Costs related to an informal group's participation in a project as partners can be covered by the project grant

<sup>10</sup> Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, Poland, Portugal, Romania, Slovakia and Slovenia.

<sup>11</sup> Albania, Republic of North Macedonia and Turkey.

<sup>12</sup> Expenditure related to the involvement of the informal group shall be borne by the project promoter.

(invoices should be issued by a supplier to the project promoter, paid by the project promoter and recorded in the project promoter accounting system).

In case of a project partnership, a partnership agreement, based on a template provided by the FO, among project promoter and each of its partners shall be submitted to the FO (in Greek or in English, if the partner is based outside of Greece) together with the application.

The following **limitations** apply:

- Each applicant, applying as a project promoter (lead applicant) or partner, can submit as project promoter or participate as partner in **only one (1) application per call**.
- CSOs that are participating as project promoters or partners in **at least three (3) projects**, that have been selected for funding (through different calls), **cannot receive additional funding**, except through the bilateral fund and the 6th call (Platforms and Networks among NGOs developed)

For more information please consult the Guidelines for Applicants.

## Size of Grants

The Programme can provide funding of **up to 90%** of the eligible costs of the project budget. The co-financing shall be provided in the form of cash or in-kind contribution in the form of voluntary work.

For the **large and medium projects**, the in-kind contribution may constitute up to 50% of the **co-financing**.

For the **micro projects**, the in-kind contribution in the form of voluntary work may constitute up to 100% of the co-financing.

For the calculation of the in-kind contribution, the cost for each hour of voluntary work shall be defined, on a case by case basis, depending on the character of work delivered. The unit prices shall be in accordance with a normally paid salary for such work and shall fall within the range between €4,00 per hour (minimum gross hourly wage in Greece) and €7.50 per hour (average gross hourly wage in Greece), including the employer's social contribution.

The amount of **€200.000** is the maximum grant amount for large projects, the amount of **€80.000** is the maximum grant amount for medium projects and the amount of **€5.000** is the maximum grant amount for micro projects funded under this call.

All large and medium projects must allocate **up to 15%** of the requested grant amount to implement capacity building activities aimed at increasing the organizational sustainability of the project promoter organization (Capacity Building Component - CBC). For applications that include a budget with Capacity Building Component of less than 15% of their budget, the maximum requested grant is therefore reduced accordingly. For more details please refer to Guidelines for Applicants.

## Duration of Projects

The duration of projects must be as follows:

- The duration of the **micro projects** will be between 1 and up to 6 months.
- The duration of the **medium projects** will be between 6 and up to 24 months.
- The duration of the **large projects** will be between 12 and up to 36 months.

The duration of projects will be defined in the project contract. The projects can begin from the signing of the project contract or on a later date.

### Location of Projects

1. The selected projects will be implemented throughout the Greek territory, at a local, regional or national level.
2. NGOs located in rural or/ and remote areas<sup>13</sup> are highly encouraged to apply.
3. NGOs are strongly encouraged to submit proposals regarding projects to be carried out in rural and remote areas.

### Deadline for application submission

The deadline for receipt of Applications is **April 3<sup>rd</sup>, 2020** (23:59, EET).

### How to apply

Applicants must fill in an application form (in Greek) provided on the [Programme website](#) in accordance with the requirements of the [Guidelines for Applicants](#).

All supporting documents detailed in the Guidelines must be included in the application. In case of a partnership application, a mandatory attachment of the partnership agreement is also required. Please refer to the Guidelines for more information and clarifications related to various issues such as eligibility of costs; excluded costs; procurement, and selection criteria.

**Only complete applications will be considered for evaluation and selection purposes.**

The applicants will have five (5) working days to submit any missing documents following a relevant request by the Fund Operator. Each project application that meets the administrative and eligibility criteria shall be scored by two (2) impartial experts appointed by the Fund Operator. At least one (1) expert shall be independent of the Fund Operator. All applications will be evaluated, following the process and evaluation criteria detailed in the Guidelines for Applicants.

Candidates shall **submit their applications in the following way:**

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<sup>13</sup> All areas are considered rural and remote areas, except the following: all the municipalities of the prefecture of Attica (except the islands), all the municipalities of the prefecture of Thessaloniki, the municipalities of Patras, Iraklion, Larissa, Volos, Ioannina, Chania and Chalkida.

The applications for **medium and large projects** shall be submitted electronically via the website of the Programme using the online platform (<https://www.activecitizensfund.gr/prosklisi/enischysi-tis-symmetochis-ton-politon-sta-koina/>)

The applications for **micro projects** may be submitted either electronically, through the above-mentioned online platform **or** by post (date as per postmark) in the following address:

Bodossaki Foundation  
14 Mourouzi, 106 74, Athens, Greece  
Statement on the envelope: EEA NGO Programme “Active Citizens Fund” in Greece  
For the 3<sup>rd</sup> open call  
**“Increased citizen participation in civic activities”**

### Contact Information

The team responsible for this call consists of:

- Jenny Lazarou, Programme Officer - Bodossaki Foundation
- Vaso Tzevelekou, Assistant Programme Officer - SolidarityNow

Questions may be sent to the FO no later than ten (10) working days before the deadline for the submission of project proposals. The FO has no obligation to provide clarifications to questions received after this date.

No individual replies will be given to questions. Questions and answers will be published on the Programme website. It is therefore advisable to consult the website regularly.

The questions must be sent by email to the address below:

**Email Subject line:** Increased citizen participation in civic activities

E-mail: [jlazarou@bodossaki.gr](mailto:jlazarou@bodossaki.gr)

Jenny Lazarou, Programme Officer

For more information visit our website: <https://www.activecitizensfund.gr/en/> where you can find all information and documentation relating to this Call, including the **Application Form, Guidelines for Applicants**, as well as a list of **Frequently Asked Questions**. In accordance with the terms and conditions for the “Active Citizens Fund” in Greece, the Fund Operator has established a Complaints Committee to review complaints regarding the programme. All complaints are first assessed by the Fund Operator. A complainant who is not satisfied with the conclusion made by the Fund Operator has the right to take the case to the Complaints Committee, which includes one member who is external to the Fund Operator and its Board and does not include programme staff responsible for assessing project applications. The complaints must be fully justified and submitted electronically to the following email: [complaints@activecitizensfund.gr](mailto:complaints@activecitizensfund.gr).



Athens, December 3<sup>rd</sup>, 2019