



Asylum, Migration and Integration Fund (AMIF)

Standing call for requests for additional funding

Union Action to support reception, asylum and return systems under
pressure

[AMIF - 2021-2022 – TF1 - UA - SUP]

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EUROPEAN COMMISSION
Directorate-General for Migration and Home Affairs

HOME.E – HOME Affairs Funds

UNION ACTION TO SUPPORT RECEPTION, ASYLUM AND RETURN SYSTEMS UNDER PRESSURE

REQUESTS FOR FUNDING

0. Introduction

This is a standing call for the submission of requests for additional funding through EU **action grants** under the **Asylum, Migration and Integration Fund (AMIF)** to provide support to the reception, asylum and return systems of Member States particularly exposed to migratory pressure at the EU external borders.

The regulatory framework for this EU Funding Programme is set out in:

- Regulation (EU, Euratom) 2018/1046¹ ([EU Financial Regulation](#))
- Regulation (EU) 2021/1147² ([AMIF Regulation](#)).

The standing call is launched in accordance with the [2021-2022 AMIF Work Programme](#)³ and the timeline set below; it will be managed by the **European Commission, Directorate-General for Migration and Home Affairs (DG HOME)**.

The call is composed of 2 (two) topics based on the type of applicant requesting additional funding support as follows:

1. Topic 1 – call for proposal for Member States authorities;
2. Topic 2 – call for expression of interest for International Organisations.

Applications can be submitted at anytime during the standing call. The assessment/evaluation will take place at defined moments, see timetable in section 4. Only the applications received before the deadline for submission for each round (as per timetable in section 4) will be taken into account for the assessment/evaluation within the relevant round.

¹ Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 (OJ L 193, 30.7.2018, p. 1–222).

² Regulation (EU) 2021/1147 of the European Parliament and of the Council of 7 July 2021 establishing the Asylum, Migration and Integration Fund (OJ L 251, 15.7.2021, p. 1–47).

³ Commission Implementing Decision C(2021) 8458 final of 25 November 2021 on the financing of components of the Thematic Facility under the Asylum, Migration and Integration Fund and the adoption of the work programme for 2021 and 2022.

We invite the applicant to read the **call documentation** carefully as it provides clarifications and answers to questions the applicant may have when preparing the application, and in particular:

- i) this Standing Call Document which outlines:
 - a. background, objectives, activities that can be funded, expected results and general principles (sections 1 and 2)
 - b. timetable and available budget (sections 3 and 4)
 - c. admissibility and eligibility conditions, including mandatory documents (sections 5 and 6)
 - d. criteria for financial and operational capacity and exclusion (section 7)
 - e. evaluation and award procedure (section 8)
 - f. award criteria (section 9)
 - g. legal and financial set-up of the Grant Agreements / Contribution Agreements (section 10);
- ii) The application form and the Model Grant Agreement, including their relevant annexes/templates, that are/will be available on [DG HOME internet pages](#)⁴ (some documents currently under finalisation);
- iii) The [EU Grants AGA – Annotated Grant Agreement](#) - detailed annotations on all the provisions in the Grant Agreement the applicant will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc.*) is available using this [link](#);
- iv) Where the applicant is a pillar-assessed entity (for topic 2), a Contribution Agreement will be signed. Pillar-assessed entities are encouraged to use the forecast budget template (Annex II of the application form), available on [DG HOME internet pages](#).

1. Background

The AMIF Thematic Facility Work Programme 2021-2022 will address evolving needs and support EU policy priorities through various components, namely Specific actions, Union actions and emergency assistance. The Union action to support reception, asylum and return systems under pressure, which is the subject of this call, is specifically designed to provide additional support to Member States exposed to heavy migratory pressure and bearing a high share of responsibility on behalf of the Union as a whole.

2. Objectives and activities that can be funded, expected impact – General principles

Objectives and activities that can be funded

The objective of this action is to provide additional support to the reception, asylum and return systems of Member States particularly exposed to migratory pressure at the EU external borders, e.g. due to their geographical position. This action will

⁴ https://ec.europa.eu/home-affairs/funding/asylum-migration-and-integration-funds/asylum-migration-and-integration-fund-2021-2027_en

contribute to enhancing solidarity with the Member States bearing a high share of responsibility on behalf of the Union as a whole.

Under this action, support will be provided to activities in relation to, inter alia:

1. services such as information provision, health checks and assistance, transportation, interpretation and inter-cultural mediation, identification of and assistance to vulnerable persons and persons with disabilities, legal and psycho-social assistance, as well as support to early integration;
2. the establishment, maintenance, operation and improvement of reception and accommodation facilities (including facilities at points of disembarkation as well as quarantine facilities) in line with EU standards;
3. the operations and equipment necessary for the registration and processing of asylum applications; and
4. return procedures.

Expected impact

- **Reduce** the pressure on the reception, asylum and return systems of Member States particularly exposed to migratory pressure at the EU external borders, e.g. due to their geographical position.
- **Increase** their capacity building for sustainable migration management.
- **Improve** living/reception conditions of refugees and asylum seekers.
- **Improve** an integrated and coordinated approach to return management at Union and Member States' level.

General principles

- The requested additional funding is **duly justified** in the light of high pressure on migration systems / external borders, e.g. due to geographical location, and is supported by relevant data and evidence. Relevant criteria will notably be, the number of new and/or pending asylum applications, the occupancy rate in the national reception system (including at points of arrival and in pre-removal detention centres), the number of beneficiaries of international protection and the number of pending return decisions.
- The requested additional funding will cater for **medium-term needs** and/or **investments** that are foreseeable in the light of high and continuous pressure and that cannot be supported under Member States' programmes under the Home Affairs Funds.
- The request for additional funding should demonstrate that the national funds and/or funds under Member States' programmes or other sources of funding to carry out the proposed actions **are not sufficient** and / or that the proposed actions deliver **additional EU added value** to the actions funded under the Member States' programmes.
- Taking into account the delayed entry into force of the AMIF Regulation and the need to ensure continuity pursuant to the retroactivity provisions in

Article 39(3) of the AMIF Regulation⁵ and in line with the Financing Decision on the Work Programme of the AMIF Thematic Facility for 2021/2022 (Commission Implementing Decision C(2021) 8458 final⁶), applications may be submitted under this standing call even if certain costs thereunder were incurred *before* the submission of the application. This is so provided that, pursuant to Article 193(3) of EU Financial Regulation, the related actions are still ongoing and not already completed at the time of the award.

- The **complementarities** between the different funding tools (i.e. Structural funds, Recovery and Resilience Plan, Humanitarian assistance, Member States' programmes etc.) should be demonstrated to avoid potential overlaps.
- Where the applicant is a **Member State authority**, the application has been **coordinated** and **consulted** with the Managing Authority (MA) of the AMIF before its submission.
- Where the applicant is an **International Organisation**, the application has been **coordinated** and **consulted** with the competent national authorities and other relevant actors before its submission.
- The applicant will be requested to demonstrate that the requested additional funding will be implemented **in full respect of the relevant Union *acquis*** and **the Charter of Fundamental Rights of the European Union**.

3. Available budget

The indicative budget for the AMIF 2021-2022 standing call is **EUR 188 500 000**.

Specific budget information per round can be found in the table under point 6.

DG HOME reserves the right not to award all available funds or to redistribute them between the call rounds, depending on the applications received and the results of the evaluation.

4. Timetable and deadlines

Timetable and deadlines			
Rounds:	Round 1	Round 2	Round 3
Topic:	Topic 1 and 2	Topic 1 and 2	Topic 1 and 2
Call opening:	26 January 2022	26 January 2022	26 January 2022
<u>Deadline for submission of application:</u>	<u>09 March 2022</u> - 11:59:59 CET (Brussels)	<u>15 June 2022</u> - 11:59:59 CET (Brussels)	<u>12 October 2022</u> - 11:59:59 CET

⁵ Article 39(3), AMIF: "In accordance with point (a) of the second subparagraph of Article 193(2) of the Financial Regulation, taking into account the delayed entry into force of this Regulation, and in order to ensure continuity, for a limited period, costs incurred in respect of actions supported under this Regulation under direct management and which have already begun may be considered eligible for financing as of 1 January 2021, even if those costs were incurred before the grant application or the request for assistance was submitted."

⁶ Commission Implementing Decision C(2021) 8458 final of 25 November 2021 on the financing of components of the Thematic Facility under the Asylum, Migration and Integration Fund and the adoption of the work programme for 2021 and 2022.

			(Brussels)
Notification of the evaluation results⁷ (indicative):	May 2022	September 2022	December 2022
GA signature (indicative):	Q2-Q3 2022	Q3-Q4 2022	Q4 2022 – Q1 2023

5. Admissibility and documents

Applications based on duly justified needs and in line with general principles specified in chapter 2 can be submitted at any time during the standing call. The assessment/evaluation will take place at defined moments, see timetable in section 4. Only the applications received before the deadline for submission for each round (as per timetable in section 4) will be taken into account for the assessment/evaluation within the relevant round.

Applications must be submitted:

1. **electronically** via functional mailbox HOME-UA-SUP@ec.europa.eu, including editable version of the documents;

and

2. **on paper** to the following address:

European Commission
 Directorate-General Migration and Home Affairs
 Directorate E - Home Affairs Funds
 Unit E1: Funds Programming and Agencies Coordination
 Office LX 46 05/055
 1049 Brussels, Belgium

For paper applications it is recommended to use hand delivery (if possible) or express mail service provider, such as DHL or TNT express, in order to meet the deadlines for its submission. The postmark or the date on the deposit slip serves as a proof of timely submission and counts for admissibility of the paper application.

In case of an electronic application, as a proof for its timely submission, an acceptable proof for such electronic submission will be required.

The applications, both electronic and on paper, have to be signed and dated by the legal representative, readable and accessible. Applications, both electronic and on paper, must be **complete** and contain all the requested information and all required annexes and supporting documents:

- Application Form Part A — contains administrative information about the participants (future coordinator, beneficiaries and affiliated entities, if any), requested funding, project period and duration.

⁷ In the interest of equal treatment of applicants, the Commission cannot provide any information on the outcome of the round before the official announcement of the results.

- Application Form Part B – contains the technical description of the project.
- Mandatory annexes and supporting documents:
 - Annex 1 - List of previous projects (key projects for the last 2 years).
 - Annex 2 - Budget for the project
 - Annex 3 – Checklist

At application submission, the applicant will have to confirm that they have the **mandate to act** for all co-applicants (if applicable). Moreover the applicant will have to confirm that the information in the application is correct and complete and that the co-applicants, if any, comply with the conditions for receiving EU funding (especially eligibility, financial and operational capacity, exclusion, etc). Before signing the grant, each beneficiary and affiliated entity, if any, will have to confirm this again by signing a declaration of honour (DoH).

The applicant may be asked at a later stage for further documents (*bank account validation, etc*).

6. Eligibility

Eligible participants

The eligible applicants of these actions can be:

- For Topic 1 - Member States' authorities (possibly with their affiliated entities⁸)
- For Topic 2 - International Organisations.

Other entities (public or private) can be involved in the implementation of the action only as co-applicants.

Applicants must be established in one of the eligible countries (not applicable to International Organisations), i.e.:

- EU Member States excluding Denmark⁹ and Ireland¹⁰

EU restrictive measures — Special rules apply for certain entities (*e.g. entities subject to [EU restrictive measures](#) under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)*¹¹ and entities covered by Commission Guidelines No [2013/C 205/05](#)¹²). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

Eligible activities

⁸ Affiliated entities of Member States' authorities, with public or private status are eligible.

⁹ In accordance with Articles 1 and 2 of Protocol No 22 on the position of Denmark, annexed to the TEU and to the TFEU, Denmark is not taking part in the adoption of Regulation (EU) 2021/1147 and is not bound by it or subject to its application.

¹⁰ In accordance with Articles 1 and 2 of Protocol No 21 on the position of the United Kingdom and Ireland in respect of the area of freedom, security and justice, annexed to the Treaty on European Union and to the Treaty on the Functioning of the European Union, and without prejudice to Article 4 of that Protocol, Ireland did not take part in the adoption of Regulation (EU) No 2021/1147 and is not bound by it or subject to its application.

¹¹ Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

¹² Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

Eligible activities are those set out in section 2 above.

Financial support to third parties is allowed for grants and prizes under the following conditions:

- the calls must be open, published widely and conform to EU standards concerning transparency, equal treatment, conflict of interest and confidentiality
- the calls must remain open for at least 2 months
- the outcome of the call must be published on the participants' websites, including a description of the selected projects, award dates, project durations, and final recipient legal names and countries
- the calls must have a clear European dimension.

The application must clearly specify why financial support to third parties is needed, how it will be managed and provide a list of the different types of activities for which a third party may receive financial support. The application must also clearly describe the results to be obtained.

Other important considerations

Projects should take into account the results of projects supported by other EU funding programmes. The complementarities must be described in the project applications (Part B of the Application Form).

Projects should comply with EU policy interests and priorities (*such as environment, social, security, industrial and trade policy, etc*).

Applicants that are 'contracting authorities/entities' within the meaning of the EU Directives on public procurement must also comply with the applicable national law on public procurement (not relevant to International Organisations).

Duration

Projects should not exceed 24 months (extensions are possible, if duly justified and through an amendment).

Project budget

No limit, but subject to budget availability per round in the moment of the evaluation, see table below – "overview eligibility conditions" under this point.

Ethics

Projects must comply with:

- the highest ethical standards
- EU values based on Article 2 of the Treaty on the European Union and the EU Charter of Fundamental Rights and
- other applicable EU, international and national law.

The application should pay appropriate attention to the effects of the project on individual rights and freedoms, and indicate the measures taken to limit or or remedy such effects.

Overview eligibility conditions

	Round 1		Round 2		Round 3	
	AMIF - 2021-2022 - TF1 - UA - SUP topic 1	AMIF - 2021-2022 - TF1 - UA - SUP topic 2	AMIF - 2021-2022 - TF1 - UA - SUP topic 1	AMIF - 2021-2022 - TF1 - UA - SUP topic 2	AMIF - 2021-2022 - TF1 - UA - SUP topic 1	AMIF - 2021-2022 - TF1 - UA - SUP topic 2
Type of applicant applying for additional funding support						
Member State authority	Yes	No	Yes	No	Yes	No
International Organisation	No	Yes	No	Yes	No	Yes
Type of co-applicant						
Public and private entities	Yes		Yes		Yes	
EU co-financing rate						
Member State authority	90%	x	90%	x	90%	x
International Organisation	x	97%	x	97%	x	97%
Duration of projects (in months)						
	Up to 24		Up to 24		Up to 24	
Indicative budget allocation between the rounds						
(%)	75%		15%		10%	

7. Financial and operational capacity and exclusion

Financial capacity

Applicants must have **stable and sufficient resources** to successfully implement the projects and contribute their share. Organisations participating in several projects must have sufficient capacity to implement all these projects.

The check will normally be done for all beneficiaries, except:

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations;
- if the individual requested grant amount is not more than EUR 60 000.

The financial capacity check, if relevant, will be carried out on the basis of the documents that the applicant will be requested to provide during the grant preparation (*e.g. profit and loss account and balance sheet, business plan, audit report produced by an approved external auditor, certifying the accounts for the last closed financial year, etc*).

Operational capacity

Applicants must have the **professional competencies, know-how, resources and qualifications** to successfully implement the projects and contribute their share (including sufficient experience in projects of comparable size and nature).

Public bodies, Member State organisations and international organisations are exempted from the operational capacity check.

This capacity will be assessed together with the "Quality" award criterion, on the basis of the competence and experience of the applicants and their project teams, including operational resources (human, technical and other) or, exceptionally, the measures proposed to obtain it by the time the task implementation starts.

If the evaluation of the award criterion is positive, the applicants are considered to have sufficient operational capacity.

Applicants will have to show their capacity via the following information:

- general profiles (qualifications and experiences) of the staff responsible for managing and implementing the project
- description of the participants
- list of previous projects (key projects for the last 2 years).

Additional supporting documents may be requested, if needed to confirm the operational capacity of any applicant.

Exclusion

Applicants which are subject to an **EU exclusion decision** or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate¹³:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct¹⁴ (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)

¹³ See Articles 136 and 141 of EU Financial Regulation (EU, Euratom) [2018/1046](#).

¹⁴ Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain advantage.

- guilty of irregularities within the meaning of Article 1(2) of Regulation No [2988/95](#) (including if done by persons having powers of representation, decisionmaking or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant).

Applicants will also be refused if it turns out that¹⁵:

- during the award procedure they misrepresented information required as a condition for participating or failed to supply that information;
- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

Applicants will be requested to confirm the compliance with the exclusion criteria in the declaration part of the application form.

8. Evaluation and award procedure

The applications will have to follow a **two-step evaluation procedure**.

For all eligible applications, in the first step, there will be a pre-selection on the basis of the Relevance award criterion only. In the second step, the successful applications will be assessed against the full set of award criteria.

An **evaluation committee** will assess all applications. Applications will first be checked for formal requirements (admissibility, and eligibility, *see sections 5 and 6*). In case the admissibility check is not met, the applicants will be contacted in order to provide clarifications, where possible.

Applications found admissible and eligible will be evaluated (for each topic and round) against the operational capacity (*see section 7*) and award criteria (*see section 9*) and then ranked according to their scores.


For applications with the same score (within a topic and round) a **priority order** will be determined according to the following approach:

Successively for every group of *ex aequo* applications, starting with the highest scored group, and continuing in descending order:

- 1) The *ex aequo* applications (within the same topic and round) will be prioritised according to the scores they have been awarded for the award criterion 'Relevance'. When these scores are equal, priority will be based on their scores for the criterion 'Impact'. When these scores are equal, priority will be based on their scores for the criterion 'Quality'.
- 2) If this does not allow the committee to determine the priority, further prioritisation can be made by considering the overall project portfolio and the creation of positive synergies between projects, or other factors related to the objectives of the call.

¹⁵ See Article 141 EU Financial Regulation (EU, Euratom) [2018/1046](#).

All applicants will be informed about the evaluation result (**evaluation result letter**). Successful applicants will be invited for preparation of the grant agreement or contribution agreement; the others will be put on the reserve list or rejected.

 No commitment for funding — The evaluation result letter does NOT constitute a formal commitment for funding.

Preparation of the Grant Agreement / Contribution Agreement will take place in contact with the future beneficiary in order to fine-tune technical or financial aspects of the project and may require extra information from the applicant’s side. It may also include adjustments to the application to address recommendations of the evaluation committee or other concerns. Compliance will be a pre-condition for signing the agreement.

If the applicant believes that the evaluation procedure was flawed, the applicant can submit a **complaint** (following the deadlines and procedures set out in the **evaluation result letter**).

9. Award criteria

In accordance with Article 199 of the EU Financial Regulation, application for an action will be evaluated on the basis of **relevance** of the application with regard to the objectives, the **quality** and the expected **impact** of the proposed activities on addressing heavy migratory pressure by supporting medium-term needs and investments that are foreseeable and cannot be supported under Member States programmes.

The **award criteria** for this call are as follows:

- **Relevance:** clarity and consistency of the objectives and scope of the project seen against the objectives and expected impact as identified in section 2; previous results in the field (if applicable) (50 points).
- **Quality:** logical links between the identified problems, needs and solutions proposed; methodology for implementing the project (concept and methodology, timetable, monitoring and evaluation); expertise and quality of the project teams; feasibility of the project within the proposed time frame; risks and risk management; cost effectiveness and best value for money (30 points).
- **Impact:** the impact or effect of the project in proportion to the overall situation and/or to the target group affected; appropriate communication strategy, including visibility of EU funding; appropriate dissemination strategy for ensuring sustainability and long-term impact; sustainability of results after EU funding ends (20 points).

Award criteria	Minimum pass score	Maximum score
Relevance	25	50
Quality	n/a	30
Impact	n/a	20
Overall (pass) scores	70	100

Maximum points: 100 points.

Individual threshold for the criterion 'Relevance': 25/50 points.

Overall threshold: 70 points.

Applications that pass the individual threshold for the criterion 'Relevance' AND the overall threshold will be considered for funding – within the limits of the available call budget. Other applications will be rejected.

10. Legal and financial set-up of the Grant Agreements / Contribution Agreements


If the project is awarded, the preparation phase of the Grant Agreement for direct management / Contribution Agreement for indirect management will start, where the applicant will be asked to prepare the Grant Agreement/Contribution Agreement together with DG HOME Project Officer.

This Grant Agreement / Contribution Agreement will set the framework for the grant and its terms and conditions, in particular concerning deliverables, reporting and payments.

The Model Grant Agreement that will be used (and all other relevant templates and guidance documents) can be found on the DG HOME webpage (under preparation). For a Contribution Agreement the templates provided by DG BUDG / DG INTPA will be used. Pillar-assessed entities are encouraged to use the forecast budget template (Annex II of the application form) available on [DG HOME internet pages](#).

Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*) or Contribution Agreement subject to the applicable retroactivity provision, based on duly justified exceptional reasons, granted in Article 39 of the AMIF Regulation.

 For the applications submitted under this standing call, retroactivity may apply as of 1 January 2021 in accordance with the transitional retroactivity rule laid down in AMIF Regulation and in line with Commission Implementing Decision C(2021) 8458 final¹⁶. The costs can be eligible as of 1 January 2021 even if they are in respect of actions that had already begun and/or they were incurred before the application was submitted. Grants shall, however, not be awarded retroactively for actions already completed.

Project duration: projects should not exceed 24 months (extensions are possible, if duly justified and through an amendment).

Form of grant, funding rate and maximum grant amount

The grant / contribution parameters (*maximum grant amount, funding rate, total eligible costs, etc*) will be fixed in the Grant Agreement (*Data Sheet, point 3 and Art. 5*) and in the Contribution Agreement.

Project budget (maximum grant / contribution amount): *see section 6 above*. The grant / contribution awarded may be lower than the amount requested.

¹⁶ Commission Implementing Decision C(2021) 8458 final of 25 November 2021 on the financing of components of the Thematic Facility under the Asylum, Migration and Integration Fund and the adoption of the work programme for 2021 and 2022.

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost and flat-rate elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for the project (NOT the *budgeted* costs). For unit costs and flat-rates, beneficiaries can charge the amounts calculated as explained in the Grant Agreement (see Art. 6 and Annex 2 and 2a).

The costs will be reimbursed at the funding rate fixed in the Grant or Contribution Agreement (**90% or 97% (for International Organisations)**), see point 6.

Grants / contributions may NOT produce a profit.

Moreover, please be aware that the final grant / contribution amount may be reduced in case of non-compliance with the Grant Agreement / Contribution Agreement (e.g. *improper implementation, breach of obligations, etc*).

Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Data Sheet, point 3, Art. 6 and Annex 2*) and in the Contribution Agreement.

Budget categories for this standing call:

- A. Personnel costs
 - A.1 Employees,
 - A.2 Natural persons under direct contract,
 - A.3 Seconded persons
 - A.4 SME owners and natural person beneficiaries
 - A.5 Volunteers
- B. Subcontracting costs
- C. Purchase costs
 - C.1 Travel and subsistence
 - C.2 Equipment
 - C.3 Other goods, works and services
- D. Other cost categories
 - D.1 Financial support to third parties
- E. Indirect costs


Specific cost eligibility conditions for this call:

- personnel costs:
 - SME owner/natural person unit cost¹⁷: Yes
 - volunteers unit cost¹⁸: Yes (without indirect costs)
- travel and subsistence unit cost¹⁹: Yes

¹⁷ Commission [Decision](#) of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020) 7715).

¹⁸ Commission [Decision](#) of 10 April 2019 authorising the use of unit costs for declaring personnel costs for the work carried out by volunteers under an action or a work programme (C(2019) 2646).

- equipment costs: depreciation + full cost for listed equipment
- other cost categories:
 - costs for financial support to third parties: allowed for grants and prizes; maximum amount per third party EUR 60 000, unless a higher amount is required because the objective of the action would otherwise be impossible or overly difficult to achieve and this is duly justified in the Application Form
 - indirect cost flat-rate: up to 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any)
 - Value Added Tax - VAT: in accordance with Article 186 of the Financial Regulation (EU, Euratom) 2018/1046, VAT is not eligible in grants in the following cases:
 - o where it is deductible, that is where it is paid in relation to taxed/exempted activities with right of deduction;
 - o where it is paid by a public body of a Member State in relation to activities it carries out as a public authority in the exercise of sovereign powers or prerogatives.
 - divers:
 - in-kind contributions for free are allowed, but cost-neutral, i.e. cannot be declared as cost

 **Volunteers' costs** — Volunteers' costs are not a classic cost category. There are no costs because volunteers work for free, but they may nonetheless be added to the budget in the form of a pre-fixed unit cost (per volunteer) and thus allow a grant beneficiary to benefit from the volunteers' work for the grant (by increasing the amount of reimbursement up to 100% of the normal costs, i.e. cost categories other than volunteers). More information is available in the [AGA — Annotated Grant Agreement, art 6.2.A.5](#).

Reporting and payment arrangements

The reporting and payment arrangements are fixed in the Grant Agreement (*Data Sheet, point 4 and Arts. 21 and 22*) and Contribution Agreement.

After agreement signature, the beneficiaries will normally receive a **prefinancing** to start working on the project (normally **80%** of the maximum grant amount; exceptionally less, more or no prefinancing). The prefinancing will be paid 30 days from entry into force/financial guarantee (if required) — whichever is the latest.

The possibility of **interim payments** or **additional prefinancing payments, including possible conditionalities**, might be requested by the evaluation committee.

In addition, the beneficiaries will be expected to submit one or more progress reports.

Payment of the balance: At the end of the project, the final grant / contribution amount will be calculated. If the total of earlier payments is higher than the final grant / contribution amount, the coordinator will be asked to pay back the difference (recovery).

All payments will be made to the coordinator.

¹⁹ Commission [Decision](#) of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021) 35).

Please also note that the beneficiaries are responsible for keeping records on all the work done and the costs declared.

Certificates

Depending on the type of action, size of grant amount and type of beneficiaries, the beneficiaries may be requested to submit different certificates. The types, schedules and thresholds for each certificate are fixed in the Grant Agreement (*Data Sheet, point 4 and Art. 24*) and the Contribution Agreement.

Liability regime for recoveries

The liability regime for recoveries will be fixed in the Grant Agreement (*Data Sheet point 4.4 and Art. 22*).

Provisions concerning the project implementation (based on the Model Grant Agreement)

Security rules: *see Model Grant Agreement (Art. 13 and Annex 5)*

Ethics rules: *see Model Grant Agreement (Art. 14 and Annex 5)*

IPR rules: *see Model Grant Agreement (Art. 16 and Annex 5):*

- rights of use on results: Yes

Communication, dissemination and visibility of funding: *see Model Grant Agreement (Art. 17 and Annex 5):*

- additional communication and dissemination activities: Yes
- limited communication and visibility to protect persons involved: Yes

Specific rules for carrying out the action: *see Model Grant Agreement (Art. 18 and Annex 5):*

- EU restrictive measures: Yes
- durability: Yes
- specific rules for humanitarian actions: Yes
- specific rules for blending operations: not applicable

Non-compliance and breach of contract

The Grant Agreement (chapter 5) provides for the measures to be taken in case of breach of contract (and other non-compliance issues).

 For more information, see [AGA – Annotated Grant Agreement](#).

11. Contact

Please use the functional mailbox HOME-UA-SUP@ec.europa.eu for any inquire.

Questions **received later than 7 calendar days before the deadline** for submitting the applications will not be addressed. In the interest of equal treatment of applicants, DG HOME cannot give a prior opinion on the eligibility of applicants or actions.

12. Important



IMPORTANT

- An application should be completed sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (*e.g. connection, etc*) will be entirely at the applicant's risk. Call deadlines can NOT be extended.
- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). A coordinator will take care of the project management and coordination and will represent the consortium towards the granting authority. In mono-beneficiary grants, the single beneficiary will automatically be coordinator.
- **Affiliated entities** — Applicants may participate with affiliated entities (i.e. entities linked to a beneficiary which participate in the action with similar rights and obligations as the beneficiaries, but do not sign the grant and therefore do not become beneficiaries themselves). They will get a part of the grant money and must therefore comply with all the call conditions and be validated (just like beneficiaries); but they do not count towards the minimum eligibility criteria for consortium composition (if any).
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant / contribution money). They participate without funding and therefore do not need to be validated.
- **Consortium agreement** — In case of several applicants and if applicable - for practical and legal reasons it is recommended to set up internal arrangements that allow the applicants to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives the applicants the possibility to redistribute the grant money according to their own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows the applicants to customise the EU grant to the needs inside the consortium and can also help to protect the applicants in case of disputes.
- **Balanced project budget** — applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (*e.g. own contributions, etc*). Applicants may be asked to lower the estimated costs, if they are ineligible (including excessive).
- **No-profit rule** — Grants / contributions may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). This will be checked at the end of the project.
- **No double funding** — There is a strict prohibition on double funding from the EU budget (except under EU Synergies actions). Outside such Synergies actions, any given action may receive only ONE grant / contribution from the EU budget and cost items may under NO circumstances be declared under to two different EU actions.
- **Completed/ongoing projects** — Due to the delayed entry into force of AMIF Regulation, for the applications submitted under this standing call, the retroactivity of costs/actions may apply as of 1 January 2021 in accordance with the transitional retroactivity rule laid down in the AMIF Regulation and in line with the Commission Implementing Decision C(2021) 8458 final, on the financing of components of the Thematic Facility under the Asylum, Migration and Integration Fund and the adoption of the work programme for 2021 and 2022, meaning the costs can be eligible as of 1 January 2021 even if they had already begun / were incurred before the application was submitted. Grants shall not be awarded retroactively for actions already completed.

* As a general rule, the request for additional funding can finance actions retroactively in accordance with the Financial Regulation¹ but not earlier than as of the date of the submission of the application.

- **Combination with EU operating grants** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and the applicant makes sure that cost items are clearly separated in its accounting and NOT declared twice (see [AGA — Annotated Model Grant Agreement, art 6.2.E](#)).
- **Multiple applications** — Applicants may submit more than one application for *different* projects under the same standing call (and be awarded funding for them).
Organisations may participate in several applications.
- **Resubmission** — Applications may be changed and re-submitted until the deadline for submission.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this Call Document (and the documents it refers to). Applications that do not comply with all the call conditions will be **rejected**. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them does not, they must be replaced or the entire application will be rejected.
- **Cancellation** — Circumstances may require the cancellation of the call. If this happens, the applicant will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Language** — The applicant can submit an application in any official EU language (project abstract/summary should however always be in English). For reasons of efficiency, it is strongly advised to use English for the entire application.
- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year.

This includes:

- beneficiaries names and country of origin
- title of the project
- the maximum amount awarded.

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise the applicant's rights and freedoms under the EU Charter of Fundamental Rights or harm their commercial interests.

- **Data protection** — The submission of an application under this standing call involves the collection, use and processing of personal data. This data will be processed in accordance with the applicable legal framework. It will be processed solely for the purpose of evaluating the application, subsequent management of the grant / contribution and, if needed, programme monitoring, evaluation and communication.