



## SOCIETIES

### *Support Of CSOs In Empowering Technical Skills, Inclusion of people with disabilities and EU standards in South East Europe*

## 1. Background

Caritas Serbia and 15 Partners created a partnership in the project "SOCIETIES – Support of CSOs in Empowering Technical skills, Inclusion of people with disabilities and EU standards in South East Europe" that was approved by the European Union, represented by European Commission.

The Civil Society Facility and Media Programme 2014-2015, under which the SOCIETIES project has been approved, has been adopted by the European Commission in December 2014, with the overall objective to strengthen participatory democracies and the EU integration process in the Western Balkans and Turkey by empowering civil society to actively take part in decision making and by stimulating an enabling legal and financial environment for civil society and pluralistic media. The final aim is to strengthen their capacities to advocate and effectively dialogue with Governments in order to influence policy and decision making processes, and to produce lasting change in the society.

The project started on the 1<sup>st</sup> January 2016 and will last 48 months (until 31.12.2019).

## 2. Objectives of the project

The project “SOCIETIES” is an action proposed by the alliance for social inclusion composed by 16 CSOs at the European level. It is implemented by 7 members of Caritas network and 9 CSOs working in the field of social inclusion of people with disabilities in Serbia, Kosovo\*<sup>1</sup>, Bosnia and Herzegovina, Montenegro and Albania. Moreover, Italy and Bulgaria are offering expertise in transitional and de-institutional processes as EU countries.

**Overall objective** of the Action is to improve the capacities of CSOs in South East Europe (SEE) in managing social inclusion processes and in promoting social inclusion policies, through an efficient dialogue with Public Authorities during the decision-making processes.

**Specific objective 1:** to strengthen the CSOs' skills in promoting the social inclusion of people with disabilities and mental disorders: capacity building, exchange of knowledge, regional networking, managing of social inclusion initiatives and services, monitoring and evaluating of the social impact.

**Specific objective 2:** to foster the CSOs' capacities in the dialogue with the Public Authorities responsible for social inclusion: strategic and communication planning, advocacy, local networking, participation to decision making processes.

## Objectives of the sub-granting

Objective of the sub-granting is to support and increase community based social services and social enterprises, managed by CSOs, thus fostering the social inclusion of people with disabilities (PWD) and mental disorders.

5 Call for Proposals (1 per each IPA country) will be launched.

### 3. Eligibility criteria

#### Eligibility of applicants – WHO CAN APPLY

The call is opened for the local grass-root CSOs which are exclusively assisting people with disabilities and/or people with mental health problems. In order to be eligible for a grant, the applicant must:

- be legal person;
- be non-profit-making;
- be a local grass-root CSO of or working with people with disabilities and/or people with mental health problems;
- be established in one of the IPA beneficiary countries: Serbia, Kosovo\*<sup>2</sup>, Albania, Bosnia and Herzegovina and Montenegro; and
- be directly responsible for the preparation and management of the proposed action.

#### Eligible actions

To support the start up or strengthening of community based social services for people with disabilities (PWDs) and people with mental disorders or social business initiatives which foresee direct employment of PWDs and people with mental disorders.

The grant can fund the provision of supplies and materials, equipment, on the job training, salaries, fees, as well as renovation of space if demonstrated that such activity directly contributed to the objective of sub-granting, etc.

Applicants must be able to guarantee the sustainability of the services or business by presenting an adequate business plan or sustainability plan covering period for which grant is approved as well as period after the end of the grant.

#### Ineligible actions

The following types of activity and costs are not eligible for financial support:

- actions that fall within the general activities of competent state institutions or state administration services, including local government;
- actions concerned only or mainly with individual sponsorships for participation in workshops, seminars, conferences, congresses;

- debts and debt service charges (interest);
- provisions for losses or potential future liabilities;
- purchases of land or buildings;
- currency exchange losses;

### Duration

The planned duration of an action may not be lower than 12 and not exceed 24 months.

### Number of proposals and grants per applicant

An applicant may submit one proposal under this Call for Proposals.

An applicant may at the same time be partner in another application.

Partners may take part in more than one application.

## 4. Financial allocation

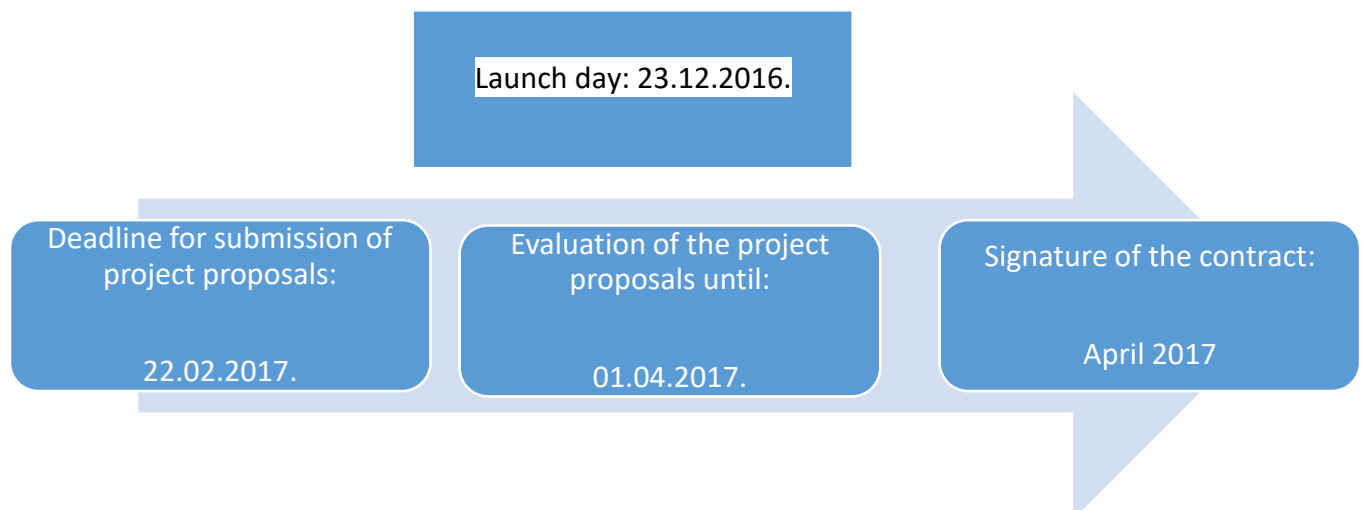
The maximum amount available under each Call for Proposal will be € 90.000 per country.

The maximum size of grants dedicated to each proposal will be € 22.500 (in local currency).

Applicants are requested to provide at least 10% of co-funding (as direct financial contribution or relevant contribution in kind).

## 5. Application process

### Timeframe



## Documents to be submitted

1. Application form
2. Signed statement about the participation of partner institution/organization (e.g. letter of intent, MoU, etc.)
3. Copy of the certificate of registration of the organization
4. Copy of the statute of the organization
5. Copy of the balance sheet and income statement for the last two fiscal years (2014 and 2015)
6. Three pro forma invoices for the expenditures above 2.000 EURO
7. If the project provides co-financing from other sources, the request should be accompanied by a relevant documentation

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Project proposals must be submitted by e-mail (Please consult website of Caritas in your country for details).

The application form is made in local languages therefore the submitted documents should be too.

Each applicant will receive a confirmation e-mail three days of the submission of the application.

## Selection procedure

The Call will be opened for 60 days starting from the launch day.

The evaluation of proposals will last at most 40 days.

For the evaluation of the project proposals an external independent Selection Committee will be in charge. The representative of the EU institutions will be invited as external observer, in order to guarantee the maximum transparency.

The criteria for the selection of the project proposal will be the following:

- Relevance of the project to the objectives of the Call for proposals;
- Eligibility of the applicants, activities, and costs;
- Realistic business plan or sustainability;
- Proven sustainability of the new services or business and economic viability (Financial and administrative sustainability of the project after funding ends and financial gain after starting a project, the relationship between resources and benefits);
- Partnership (partnerships with institutions and / or other organizations)
- Experience in implementing projects (Experience in the implementation of other projects)
- Innovation (introduction of new services)
- Coherence of the project (coherence between is the analysis of problems and defined goals, as well as whether the planned activities contribute to the expected results).
- **number of beneficiaries actively involved/supported**

## Transfer of funds and reporting modalities

The granted proposals will be awarded after the signature of a contract with the Caritas Serbia.

Beneficiaries must start activities within 30 days from the transfer of the first installment.

The granted beneficiaries will provide a financial and a narrative report to the Caritas Serbia on quarterly basis.