

EPIM Call for Proposals

Sub-fund on long-term prospects and protection of children and youth on the move in Europe

DOC 1: Guidelines for the submission of a project proposal

1. Introduction

The European Programme for Integration and Migration (EPIM) provides the platform for a sub-fund which supports projects run by civil society organisations that address the provision of long-term prospects and protection of children and youth in the migration context.

In four focus countries, Italy, Germany, Greece and Belgium, EPIM supports civil society organisations (CSOs) and networks of organisations involved in the process at local, regional and national level to address child supportive reception (includes reception, transit and multi-dimensional services) and the transition to adulthood/independence (support of unaccompanied and separated children and youth on the move after turning 18, including the transition of status, education and labour market integration).

Within the European framework of this sub-fund, EPIM aims to support civil society organisations' advocacy towards EU institutions to ensure that children's rights are reflected in the EU's migration policy and funding priorities.

Besides background information and objectives of the sub-fund, this document provides full information concerning eligibility as well as the grant application and selection process.

About EPIM

EPIM is a collaborative funding initiative of foundations from a variety of countries that supports civil society organisations' work on migration and integration. It is hosted by the Network of European Foundations (NEF).

Together with [EPIM's thirteen Partner Foundations](#), eleven additional European foundations support this specific sub-fund on long-term prospects and protection of children and youth on the move in Europe: Oak Foundation, Stavros Niarchos Foundation, Bodossaki Foundation, John S. Latsis Public Benefit Foundation, Fondazione Cariplo, Compagnia di San Paolo, Fondazione con il Sud, Enel Cuore, Fondazione CRT, Fondazione Cassa di Risparmio di Cuneo, Fondazione Cassa di Risparmio di Padova e Rovigo, Fondazione Monte dei Paschi di Siena, King Baudouin Foundation and Bertelsmann Foundation.

2. Focus and objectives

This call for proposals seeks civil society organisations' projects at EU level which **both form strong partnerships** that:

- **Strengthen the collaboration among a diverse set of stakeholders** in the child's rights and migration areas to establish a joint understanding of priorities and to initiate joint action;

and/or

- **Create and emphasise linkages between national- and EU-level advocacy as well as across Member States** with effective communication channels to detect and highlight challenges of implementation as well as promising policy in Member States;

and/or

- **Promote promising practices in Member States** to be adapted and scaled up in other local or national contexts, e.g. regarding guardianship, child supportive multi-dimensional services, child participation or empowerment;

and advocate for (one or more of) the following **objectives** to be addressed at EU level:

- **The level of protection** and access to rights and services is **not determined by** the formal **legal status of the child or youth**;
- A **protection chain** is completed for children and youth from the country of origin, on the route to and at the point of arrival in Europe;
- **Family unity is protected** and quality of care is ensured to provide incentives for unaccompanied and separated children and youth **to stay in protected spaces**;
- EU funding is allocated to **encourage the provision of long-term perspectives** for children and youth in Europe.

3. Eligible applicants

- 1) Applicants should apply in partnership.
- 2) Applicants must be charities or non-profit organisations registered in a country within the European Union and should be established at least two years prior to application.
- 3) Pan-European, (national/regional chapters of) international or national civil society organisations are eligible applicants as long as they demonstrate the value and rationale of engaging at European/transnational level as opposed to locally or nationally.
 - In the case of national organisation, the expected impact of the project should not be limited to the national level, and the project must include one or more partner(s) from other member states and/or at the EU level.
 - In the case of pan-European civil society organisations and/or umbrella platforms, one or more (external) partners or member organisations must be included in their project.
 - Projects that reach out to non-EU partners will also be considered.

4. Eligible project proposals

- 1) The Sub-Fund will consider projects that are focused on advocacy. Direct service provision, training, research, evidence collection, and mobilisation can be part of the project if directly linked to enhance the advocacy strategy and co-funded.
- 2) Applications for stand-alone trainings and conferences, or individual academic study/research/travel are not eligible.
- 3) Funds cannot be provided for physical capital projects.
- 4) English is the working language of EPIM. Only well-presented and clear applications in English will be accepted. Furthermore, the organisation's staff communicating with the EPIM Secretariat and representing the grantees in EPIM's capacity and network development programmes will be expected to work in English.
- 5) The currency of the budget proposals must be established in Euros.

5. Selection criteria

Eligible applications will be reviewed on the basis of the criteria outlined below:

- **Strong partnerships:** Applications are encouraged from groups of committed organisations, including a mix of child’s rights and migration oriented organisations, that are joint contributors to the project outcomes and whose specific level of contribution is reflected accordingly in the budget distribution. Partnerships with organisations in EPIM’s four focus countries (Belgium, Germany, Greece and Italy) are advantageous.
- **Alignment with Sub-Fund objectives and opportunities to engage:** The desired impact of proposed projects should be aligned to (one of) the Sub-Fund objectives (outlined in chapter 2), which should be applied to concrete policy changes and opportunities to engage at EU level. Policy goals or practice changes need to be specified and broken down to a realistic set of outcomes to be targeted in the timeframe suggested.
- **Innovative advocacy strategy:** Proposals should outline an advocacy strategy that reflects on the difficulties for civil society organisations to be engaged in policy-making processes at EU level and proposes strategic steps to overcome them.
- **Effective communications strategy:** Projects should be designed around a strong communications strategy, which applies from the very outset of the planning of the project and its implementation. Applicants should describe:
 - Who are the stakeholders who should be aware of this project from day one and be consulted in its design and implementation?
 - Which communication channels can be used to disseminate outcomes?
 - How can communications be targeted to reach different audiences?
 - Who among the partners is best placed to communicate on what?
 - Which resources are required (staff, design, translation...)?

A specific part of the budget should be earmarked, and a time period reserved, for dissemination of project results.

- **Empowerment of beneficiaries:** The manner in which the participation of migrant children and youth is taken into account should be addressed in the project strategy.
- **Monitoring and evaluation:** A clear impact statement and key indicators for monitoring and evaluation of the project should be included. Outcomes should be targeted and linked to ongoing or upcoming legislative developments and political agendas.
- **Inclusiveness:** Project strategies should address children and youth regardless of their migration status.
- **Sustainability:** Project proposals should address the sustainability of project outcomes and highlight how the project strengthens the capacities of the organisations involved beyond the funding period.
- **Value/need for EPIM funding:** The need for private funding opposed to EU funding or other sources of funding should be demonstrated.

6. Duration of projects

The duration of the project begins at a time after the signing of the project contract at a time agreed upon with EPIM and ends no later than 24 months later.

7. EPIM capacity and network development activities

Grantees will be required to participate in EPIM's capacity and network development activities that aim to foster exchange across EU Member States, particularly the four EPIM focus countries, and generate learning for EU-level advocacy.

8. Budget

Projects can be proposed for a grant of up to **150,000 EUR** to be awarded under this call for proposals.

9. How to apply

Step 1: Organisations who are eligible for funding should fill out the online application form on the NEF online application system. To access the application form, please visit the website <https://applications.nef-europe.org/> and click on the tab 'Login/Register'. If this is your first visit to the website, register by giving your first name, last name, email address and by choosing a password. You will then receive an email confirming your registration. Log in with your email address and chosen password.

Once logged in, click on the tab 'available application forms'. Choose the call for which you wish to submit an application form, in this case 'EPIM call for proposals on long-term prospects and protection of children and youth on the move in Europe'. You can start completing your application form. The questions with an asterisk require an answer. You can save your unfinished version to work on it later. You can also preview your application in PDF version. Once you send your application, you can no longer modify it. You will receive an e-mail and a pdf version of your application to confirm your submission.

The application has to be submitted **by the end of Monday, 21 November 2016.**

The following documents need to be submitted with the application:

- **Project Budget Proposal** in Excel format;
- Your organisation's **financial statements** for the past two years (2014 and 2015 audited, if available);
- Your organisation's **total operating budget for 2016**, including income and expenses;
- Contact details for **two referees**.

Step 2: Organisations eligible for EPIM funding with projects meeting the selection criteria will be invited to meeting with EPIM before their application is being subject to the decision of the EPIM Selection Committee in mid-November 2016.

10. Review and decision-making

In phase one, all submitted applications will be reviewed by EPIM for compliance with administrative and eligibility criteria. If an application does not include all required information or supporting documents EPIM can notify the applicant to complete the proposal by submitting the missing documents in due time.

In phase two, each application that meets the administrative and eligibility criteria will be reviewed according to the Selection Criteria.

Based on the results of phase one and two, EPIM will meet with those who submitted proposals that scored high in phase two. Any remaining questions on both sides can be clarified in this conversation before decisions on grants are made.

Decisions on grants are the exclusive discretionary competence of the EPIM Selection Committee, made up of members of the Foundations involved in this Sub-Fund.

Applicants will be informed about the decision by email. In addition, all accepted applications will be announced on the EPIM website.

11. Questions

A list of Frequently Asked Questions is attached ([DOC 2](#)).

For any other questions please refer to the [EPIM Secretariat](#) with any questions you might have. EPIM Senior Programme Manager [Sarah Sommer](#) is coordinating this call for proposals.

12. Timeline

21 November 2016	Deadline for submission of proposals
End November 2016	Interviews with pre-selected applicants
Early December 2016	Decisions on grants made by EPIM Selection Committee
December 2016/ January 2017	Projects start