

ASSOCIATION OF LOCAL  
DEMOCRACY AGENCIES

ACTIVE EUROPEAN CITIZENSHIP

CALL FOR PROPOSALS  
FOR PILOT PROJECTS  
POWERS AND RESPONSIBILITIES  
IN THE FIELD OF MIGRATION POLICY  
AT THE LOCAL LEVEL  
- ALDA/03/10 -

**INDEX**

<b>1. INTRODUCTION AND BACKGROUND.....</b>	<b>2</b>
<b>2. OBJECTIVES AND PRIORITIES .....</b>	<b>3</b>
<b>3. TIME SCHEDULE .....</b>	<b>4</b>
<b>4. BUDGET AVAILABLE AND ALLOCATION OF FUNDS.....</b>	<b>4</b>
<b>5. ELIGIBILITY CRITERIA .....</b>	<b>5</b>
<b>6. AWARD CRITERIA.....</b>	<b>5</b>
<b>7. FINANCIAL CONDITIONS.....</b>	<b>6</b>
<b>8. PUBLICITY .....</b>	<b>7</b>
<b>9. CONFIDENTIALITY AND COPYRIGHT .....</b>	<b>7</b>
<b>10. PROCEDURE FOR THE SUBMISSION OF PROPOSALS.....</b>	<b>7</b>
<b>11. CONTACT .....</b>	<b>7</b>

# 1. INTRODUCTION AND BACKGROUND

Starting from the last decades the European Continent has been the stage of large-scale migrations from poorer or at war countries all around the world. Up to 90s, every single country pursued its own policy on migration, often a restrictive one, regardless to overall needs of the continent and to the strategies of the neighbouring countries. This situation changed when the European Union took the lead and tried to develop a common approach to migration, considering the issue as a shared problem that could not be solved with a fragmented intervention. In 1999 the Tampere European Council faced in particular the issue of integration as a core instrument of the European immigration policy, not only because immigrants are considered fundamental in some areas for the economic and demographic development, but especially because integration is the most efficient instrument in the fight against trafficking, smuggling and organised crime that utilise illegal migrants and non integrated people to make its own business throughout the continent.

In the subsequent documents the European Union underlined more and more the importance of integration in the frame of the common immigration policy and identified “civic citizenship” as the final objective of such a policy. The *“Common Agenda for Integration Framework for the Integration of Third-Country Nationals in the European Union”* defines civic citizenship “as a means of promoting the integration of immigrants who do not have national citizenship”: citizenship, even though is not a national citizenship, is composed of a set of rights and duties, that have to be recognised to immigrant people too.

Rights and duties are the terms of the agreement with the society and the seal of the belonging to it. In order to make belonging not only a passive concept but a participative one, rights and duties must be transformed in “powers and responsibilities”, that means powers to do, choose, decide and build our role and place in the society, and responsibility to bear that role as well as the consequences of our behaviour and to not break the mutual trust between us and the society. Immigrants must be involved as much as possible in the decision-making and their participation shall set up an active citizenship.

As underlined by the Council of Europe too (Resolution 218 (2006) on effective access to social rights for immigrants: the role of local and regional authorities), local authorities have a key role in granting an active participation process of migrant people, since they are the place of everyday life for immigrants and the governmental level is the closer to their needs and expectations, the one that has the primary duty to answer to them. Moreover, local authorities have the primary responsibility to maintain social cohesion and democracy.

The Association of Local Democracy Agencies (ALDA) has been working since its foundation in the field of local democracy and citizens’ participation.

In these years, the Association has gained a remarkable experience in planning, managing, administrating and reporting European projects, supported by the European Union, other international, national and regional public Institutions, as well as by other subjects such as foundations, international organisations, etc.

It has been involved in several projects concerning awareness raising on active citizenship and in the building of a sustainable and constructive dialogue among civil society and institutions at the local, national and European level, working both in its network of Local Democracy Agencies in the Balkans and in wider Europe, constructing a composite network of European Institutions (European Commission, Council of Europe, etc.), local authorities (regions, provinces and municipalities) and civil society organisations.

The activities of ALDA have been also implemented in the field of civic dialogue and integration of minorities, people with fewer opportunities, migrants (Roma, Moldovan women migrants to Italy, relationship between migrants/returnees and institutions in Morocco etc.), always with a view to reach social cohesion, respect for human rights, mutual understanding and socio-economic development.

## 2. OBJECTIVES AND PRIORITIES

The purpose of this Call for Proposals is to support the promotion of **new and innovative projects aiming at supporting the promotion of “powers and responsibilities” in the field of migration policy at the local level**, which would substitute the ancient approach based on “rights and duties”.

The Association of Local Democracy Agencies, taking into consideration the growing interest in Europe regarding the building of a common approach throughout Europe to immigrants’ integration and in particular regarding an integration based on the acknowledgement of the relevant powers and responsibilities composing civic citizenship, intends to launch the present Call for Proposals to support the spread of such an approach through innovative actions, and thus to contribute to the integration of immigrants in the local hosting communities.

There is no limitation as for the kind of activities to be financed. Nevertheless, priority will be accorded to projects:

- Showing an added value in terms of innovation and result-oriented activities,
- Demonstrating links with the policies implemented at the European level,
- Underling the mutual importance and enforcement of powers, responsibilities and integration,
- Involving both immigrants and local stakeholders in a participative methodology,
- Aiming at building a sustainable and constructive dialogue between civil society organizations, public institutions and citizens,
- Able to provide demonstrable and practical outputs, in order to make them constitute the basis of future activities,
- Including publication or interactive materials for the spread of the outputs and the sharing of the best practices experimented,
- Considering not only local civic citizenship but also the European dimension of civic citizenship,
- Representing "citizenship exercises" that include a common work among participants, based on case-studies and real hypotheses,
- Able to create a shared real practice,
- Including a training component.

The proposals should strengthen knowledge and skills of local authorities and civil society organizations in the field of active civic citizenship, and priority will be given to projects that include one or more of the above-mentioned characters. Nowadays, local authorities and civil society play a key role both at the European and at the local level: it is therefore necessary and crucial that they develop a strategy to convert “rights and duties” of immigrants into “powers and responsibilities”.

The proposals should also aim at building new relationships and developing synergies in order to activate new participation and citizenship processes at the local level.

The proposals should include direct activities lasting minimum 25 hours.

### *Structure of the proposal*

It is important to highlight that the structure of the proposal is free and could include: trainings, workshops, working groups, round tables, production of communication tools, etc. (the list is not exhaustive). The proposals need to be adapted to the needs of the communities where they will be implemented.

## **3. TIME SCHEDULE**

ALDA members interested to develop a project proposal must submit their applications to the Association of Local Democracy Agency no later than the **20<sup>th</sup> of August 2010** (please read carefully Section 10 of this Call for Proposals concerning the procedures for submitting the applications).

Projects must start between 15th September 2010 and 15th October 2010. They will have a minimum duration of 2 months and a maximum duration of 3 months and a half. All projects need to be concluded by the 31<sup>st</sup> of December 2010.

Applications will not be accepted if the project is scheduled to run for a shorter or longer period than that indicated herein. Applicants should be notified of the outcome of the selection procedure in September 2010. It is intended that beneficiaries should receive the agreements for signature in September 2010.

The eligibility period for costs will start on the date specified in the agreement, in other words the starting date of the project. The Association of Local Democracy Agencies reserves the possibility to consider eligible expenses incurred before the project starts when they are related to the implementation of the action.

## **4. BUDGET AVAILABLE AND ALLOCATION OF FUNDS**

The total budget allocated to the co financing of projects under this Call for Proposals is estimated at EUR 12.500.

**Financial assistance from ALDA may not be granted for more than 1/3 (one third) of a project's total eligible expenses.** Any grant awarded under this Call will amount at: € **2.500** (two-thousands five-hundreds euro).

ALDA proposes financing a maximum of 5 proposals, possibly involving 5 different countries. However, depending on the number and quality of applications submitted, ALDA reserves the right to award more than 1 project for a single country.

ALDA also reserves the possibility of not allocating all the funds available.

The amount of the grant awarded to a given project will take account of the co-funding allocated by the Beneficiaries. A ceiling has been set as follows:

Amount of the grant of co-funding	Minimum co-funding from Beneficiaries
<b>2.500 euro</b>	<b>5.000 euro</b>

## 5. ELIGIBILITY CRITERIA

Only applications that comply with the following criteria will be considered eligible and will be the subject of evaluation.

### 5.1. Establishments/bodies/types of beneficiaries eligible

Only proposals submitted by the following are eligible:

- non-profit-making, non governmental organizations
- local authorities

with legal status and legally established in a European Union country, Croatia, Former Yugoslav Republic of Macedonia and Albania where the project is to take place. **Only members of the Association of Local Democracy Agencies can apply within the present Call for Proposals.**

Each applicant may submit only one proposal.

Projects are strongly invited to involve partner organizations at the local level.

Where appropriate, applicants must provide evidence of the Partnership established to ensure the smooth running of the project by submitting a support letter duly completed and signed.

Natural persons may not claim a grant under this Call for proposals.

### 5.2. Non-eligible activities

Profit-making activities of whatever type shall not be eligible

### 5.3. Eligible proposals

Only proposals submitted using the official application form, completed in full, signed and received by the deadline specified in Section 3 of this Call for Proposals will be considered. Applicants also need to provide all the other documents referred to in the checklist annexed.

## 6. AWARD CRITERIA

Eligible applications will be assessed on the following main criteria:

Quantitative criteria

- number of Partners' organizations involved
- expected number of participants/target groups reached by the activity
- capacity to co-fund the initiative
- number and variety of media supports used during the project

Qualitative criteria

- originality and innovation of the proposal
- capacity to reach those who are not usually reached by other project of European nature
- sustainability of the action
- relevance of the activity for the local community

## 7. FINANCIAL CONDITIONS

The grants are based on the principle of co-financing. They complement the applicant's own financial input and/or national, regional or private assistance that has been obtained elsewhere.

Acceptance of an application by ALDA does not constitute an undertaking to award funding equal to the amount requested by the applicant. The awarding of a grant does not establish an entitlement for subsequent years.

The amount allocated may not exceed the amount requested.

### 7.1. Methods of payment

If the application is finally approved by ALDA, a financing agreement, expressed in euro and specifying the terms and the level of financing, will be entered into between ALDA and the beneficiary. The original version of this agreement must be signed and returned to ALDA immediately. ALDA will be the last party to sign.

Decisions are unilaterally signed by ALDA.

A pre-financing payment of 50% will be transferred to the beneficiary within 45 days of the date on which the two parties sign the agreement. ALDA will establish the amount of the final payment to be made to the beneficiary on the basis of the final report.

### 7.2. Double financing

Projects funded may not benefit from any other Community funding for the same activity. Applicants have to co-fund the activity with other resources than out of the budget of the European Institutions.

### 7.3. Eligible costs

Eligible costs are the costs actually incurred by the beneficiary of a grant which meet the following criteria:

- they are incurred during the action or work programme
- they are necessary for performing the action or work programme for which a grant has been awarded;
- they are identifiable and verifiable, and are recorded in the beneficiary's accounts in accordance with the applicable accounting principles of the country in which the beneficiary is established and with the beneficiary's usual cost accounting practices;
- they comply with the requirements of the applicable tax and social security legislation.

Eligible direct costs for the project are those costs that, with due regard for the eligibility conditions set out in the previous paragraph, can be identified as specific costs with a direct link to the project's realisation and directly chargeable to it. In particular, the following direct costs are eligible, provided they satisfy the criteria set out in the previous paragraph:

- costs for personnel assigned to the project, comprising actual salaries plus social security contributions and other statutory costs included in their remuneration,
- travel and subsistence costs for personnel participating in the project, provided they do not exceed the scales approved annually by the European Commission
- costs of consumables, materials, supplies, provided that they are identifiable and earmarked for the project.

The eligible costs should be equally split in the three categories mentioned above: each category of eligible cost should thus represent 1/3 of the total budget of the project.

## 8. PUBLICITY

Beneficiaries must clearly acknowledge the **European Union's contribution** in all the outputs or on the occasion of activities for which the grant is used. Furthermore, beneficiaries are required to clearly show the name and emblem of the European Commission on all publications, posters, programmes and other products produced under the co- financed project. To that end, they shall use the logo of the “**Europe for Citizens**” programme and the European flag.

Furthermore, beneficiaries are required to clearly show the name and emblem of ALDA.

If this provision is not fully complied with, the beneficiary's grant may be reduced.

## 9. CONFIDENTIALITY AND COPYRIGHT

Applicants selected shall pay particular attention to the confidentiality of the data.

Copyright on all reports and other materials prepared and produced – such as training methods, tools, handbooks, etc. – under the contract between the two parties shall reside with the Association of Local Democracy Agencies. With prior written authorization, the materials prepared may be used, reproduced, photocopied, recorded and disseminated by third parties.

## 10. PROCEDURE FOR THE SUBMISSION OF PROPOSALS

This Call for Proposals is published in the official website of the Association of Local Democracy Agencies at the following address: <http://alda-europe.eu>

Grant applications must be drawn up in English, French or Italian, using the application form specifically designed for this purpose. Please note that only typed applications will be considered.

Application forms can be obtained from the following website: <http://alda-europe.eu>

Only applications that are submitted using the correct form, duly completed and dated, sent within the deadline of 20<sup>th</sup> of August 2010 will be accepted. Applications that have not been submitted within the specified deadline will be disregarded.

Applications (and annexes) must be sent by e-mail to the following address:

Aline Schwoob – [aline.schwoob@aldaintranet.org](mailto:aline.schwoob@aldaintranet.org)

Only applications that meet the eligibility criteria will be considered for possible award of a grant.

All unsuccessful applicants will be informed in writing.

## 11. CONTACT

For information, please contact:

Aline Schwoob

ALDA Project Manager

e-mail: [aline.schwoob@aldaintranet.org](mailto:aline.schwoob@aldaintranet.org)