



Funding for European consumers organisations

Call for proposals 2009

Actions 5 and 6 of Decision No 1926/2006/EC establishing a programme for Community action in the field of consumer policy



Executive
Agency for
Health and
Consumers

EXECUTIVE AGENCY FOR HEALTH AND CONSUMERS

FUNDING

**FOR THE FUNCTIONING OF EUROPEAN CONSUMER
ORGANISATIONS**

Call for proposals 2009

Actions 5 and 6 of decision N° 1926/2006/EC establishing a programme for community
action in the field of consumer policy.

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1. INTRODUCTION

1.1. Legal basis and key documents

This call for proposals aims at funding the functioning of European consumer organisations. Its legal basis is the Decision N° 1926/2006/EC of the European Parliament and of the Council of 18 December 2006 establishing a programme of Community action in the field of consumer policy (2007-2013)- Article 2 and Annex 1 – actions 5 and 6.

Applicants are strongly advised to read carefully the **Work Programme in the area of consumer policy for 2009**, as well as the **Council Regulation No 1605/2002 of 25 June 2002 on the Financial Regulation as amended by Council Regulation No 1605/2002 of 13/12/2006**, and the **Regulation No 2342/2002 laying down detailed rules for the implementation of the Financial Regulation**, as amended by Commission Regulation No 478/2007 of 23/04/2007.

European organisations have a key role to play in representing, promoting and defending consumer interests at Community level, by virtue of their position as the European Union's main contacts in the implementation of consumer policy.

Financial support may be awarded towards the functioning of two types of European organisations:

- those which have as their primary objectives and activities the promotion and protection of the health, safety and economic interests of consumers in the Community (action 5);
- those which have as their primary objectives and activities to represent consumer interests in the standardisation process at Community level (action 6).

1.2. Role of the Executive Agency for Health and Consumers – EAHC.

Under Council Regulation (EC) N 58/2003 of 19 December 2002 laying down the statute for executive agencies to be entrusted with certain tasks in the management of Community programmes, the Commission can decide to delegate all or part of the implementation of the programme of Community action in the field of consumer policy (2007-2013), on its behalf and under its responsibility, to an executive agency.¹

By Decision 2004/858/58/EC of 15 December 2004 the Commission created the *"Executive Agency for the Public Health Programme"* (PHEA), with a view of performing tasks linked to the implementation of the

¹ OJ L 11 of 16.01.2003, p. 1.

Community action in the field of Public Health, pursuant to Council Regulation (EC) N° 58/2003.

On 20 June 2008, the Commission transformed PHEA into the "*Executive Agency for Health and Consumers*" -hereinafter "EAHC"- (Commission's Decision 2008/544/EC) and decided to delegate to EAHC part of the implementation of the programme of Community action in the field of consumer policy (2007-2013), adopted by Decision 1926/2006/EC of the European Parliament and the Council of 18 December 2006.²

On the basis of the above, EAHC publishes this call for proposals as part of the implementation of the programme of Community action in the field of consumer policy (2007-2013). EAHC is also responsible for managing the entire procedure of this call.

² OJ L 404 of 30.12.2006, p. 39.

2. ARRANGEMENTS FOR COMMUNITY FUNDING

2.1. Action 5

Article 4 of Decision No 1926/2006/EC provides that the financial contributions for action 5 shall not exceed 50 %, of the expenditure for carrying out eligible activities. The estimated total amount for this action is **EUR 1, 3 million.**

2.2. Action 6

Article 4 of Decision No 1926/2006/EC provides that the financial contributions for action 6 shall not exceed 95 %, of the expenditure for carrying out eligible activities. The estimated total amount for this action is **EUR 1, 3 million.**

3. EVALUATION CRITERIA

To be deemed admissible, project proposals must meet all the criteria set out below (eligibility, selection and award criteria).

3.1. European consumer organisations (action 5)

3.1.1. Eligibility criteria

Article 4 and Annex II (5) of Decision No 1926/2006/EC provides that the financial contributions for action 5 may be awarded to European consumer organisations which

- a) are non-governmental, non-profit-making, independent of industry, commercial and business or other conflicting interests, and have as their primary objectives and activities the promotion and protection of the health, safety and economic and legal interests of consumers in the Community;
- b) have been mandated to represent the interests of consumers at Community level by national consumer organisations in at least half of the Member States that are representative, in accordance with national rules or practice, of consumers and are active at regional or national level; and
- c) have provided to the Commission satisfactory accounts of their membership, internal rules and sources of funding.

To be eligible, applicant organisations must not be in any of the situations of exclusion listed in Articles 93 and 94 of the Financial Regulation.

As evidence of their eligibility, applicant organisations must include with their applications a copy of their articles of association, a copy of their official registration certificate and a declaration to the effect that they are not in any of the specified situations of exclusion.

3.1.2. Selection criteria

The selection criteria make it possible to assess the applicant organisation's financial and operational capacity to complete the proposed work programme.

The organisation must have stable and sufficient sources of funding to maintain its activity throughout the financial year for which the grant is awarded. As evidence of this, the applicant must:

- attach a copy of the organisation's annual accounts for the last financial year for which the accounts have been closed preceding the submission of the application. If the grant application is from a new European organisation the applicant must produce the annual accounts (including balance sheet and profit and loss statement) of the member organisations of the new body for the last financial year for which the accounts have been closed preceding the submission of the application;
- present a detailed forward budget for the organisation, balanced in terms of income and expenditure;
- specify the contribution made by each member;
- attach an external audit report produced by an approved auditor, if the application is for an operating grant of more than €100 000, certifying the accounts for the last financial year available and giving an assessment of the applicant organisation's financial viability.

Only organisations with the necessary operational resources, skills and professional experience may be awarded a grant. To this end, the following information must be enclosed in support of the application:

- the organisation's most recent annual activity report, or, in the case of a newly constituted organisation, the curricula vitae of the members of the management board and the annual activity reports of the new body's member organisations;
- any references relating to participation in actions financed by the European Commission, conclusion of grant agreements, conclusion of contracts with the Commission or other international organisations and Member States.

3.1.3. Award criteria

The award criteria make it possible to select work programmes that can guarantee compliance with the Commission's objectives and priorities and can guarantee the visibility of the Community financing.

To this end, the work programme presented with a view to obtaining Community funding must:

- be consistent with the objectives of European consumer policy;
- contribute towards the integration of consumer interests into other Community policies;
- contribute towards strengthening the representation of consumer organisations in the new Member States;
- describe the organisation's activities as regards representing consumer interests and expressing consumers' concerns to institutions, interest groups, the media and the general public;
- describe the organisation's activities as regards encouraging its members to take a more active stance on European issues with their various contact partners at both European and national level,
- guarantee the general visibility of both the organisation and its activities.

The work programme must be clear, realistic and well detailed, in particular as regards the following aspects:

- clarity of the objectives and their suitability for achieving the desired results;
- description of the activities planned;
- timetables.

The work programme must be cost-effective and thus demonstrate that the budget is commensurate with the resources to be used.

The work programme must state what the evaluation mechanisms will be and what result indicators will be used to make it possible to verify that the objectives of the work programme have been achieved.

3.2. European consumer organisations representing consumer interests in the drafting of standards for products and services at Community level (action 6)

3.2.1. Eligibility criteria

Article 4 and Annex II (6) of Decision No 1926/2006/EC provides that the financial contributions for action 6 may be awarded to European consumer organisations which

- a) are non-governmental, non-profit-making, independent of industry, commercial and business or other conflicting interests, and have as their primary objectives and activities to represent consumer interests in the standardisation process at Community level, and
- b) have been mandated in at least two thirds of the Member States to represent the interests of consumers at Community level:
- by bodies representative, in accordance with national rules or practice, of national consumer organisations in the Member States, or
- in the absence of such bodies, by national consumer organisations in the Member States that are representative, in accordance with national rules or practice, of consumers and are active at national level.
- c) have provided to the Commission satisfactory accounts of their membership, internal rules and sources of funding.

To be eligible, the applicant organisation must not be in any of the situations of exclusion listed in Articles 93 and 94 of the Financial Regulation.

As evidence of their eligibility, applicant organisations must include with their applications a copy of their articles of association, a copy of their official registration certificate and a declaration to the effect that they are not in any of the specified situations of exclusion.

3.2.2. Selection criteria

The selection criteria make it possible to assess the applicant organisation's financial and operational capacity to complete the proposed work programme.

Only organisations with the resources necessary to ensure their functioning can be awarded a grant. As evidence of this they must:

- attach a copy of the organisation's annual accounts for the last financial year for which the accounts have been closed preceding the submission of the application. If the grant application is from a new European organisation the applicant must produce the annual accounts (including balance sheet and profit and loss statement) of the member organisations of the new body for the last financial year for which the accounts have been closed preceding the submission of the application;
- present a detailed forward budget for the organisation, balanced in terms of income and expenditure;
- attach an external audit report produced by an approved auditor, if the application is for an operating grant of more than €100 000, certifying the accounts for the last financial year available and giving an assessment of the applicant organisation's financial viability.

Only organisations with the necessary operational resources, skills and professional experience may be awarded a grant. To this end, the following information must be enclosed in support of the application:

- the organisation's most recent annual activity report, or, in the case of a newly constituted organisation, the curricula vitae of the members of the management board and the annual activity reports of the new body's member organisations;
- any references relating to participation in actions financed by the European Commission, conclusion of grant agreements, conclusion of contracts with the Commission or other international organisations and Member States.

3.2.3. Award criteria

The award criteria make it possible to select work programmes that can guarantee compliance with the Commission's objectives and priorities and can guarantee the visibility of the Community financing.

To this end, the work programme presented with a view to obtaining Community funding must:

- be consistent with the objectives of European consumer policy as regards representing consumers in standardisation work;
- describe the organisation's activities as regards representing consumer interests and expressing consumers' concerns public in the area of standardisation to institutions, interest groups, the media and the general public;

- describe the organisation's activities as regards encouraging its members to take a more active stance on standardisation issues with their various contact partners at both European and national level;
- guarantee the general visibility of both the organisation and its activities.

The work programme must be clear, realistic and well detailed, in particular as regards the following aspects:

- clarity of the objectives and their suitability for achieving the desired results;
- description of the activities planned, and timetables.

The work programme must be cost-effective and thus demonstrate that the budget is commensurate with the resources to be used.

The work programme must state what the evaluation mechanisms will be and what result indicators will be used to make it possible to verify that the objectives of the work programme have been achieved.

4. SUBMISSION OF APPLICATIONS

4.1. Composition of applications for action 5 and for action 6

To be complete, the application dossier must include:

- **the grant application form**, available from the following electronic address: http://ec.europa.eu/eahc/consumers/consumers_calls.html
- **the supporting documents** referred to in the form;
- **the work programme for 2010**. Please note that for action 6, the work programme should follow the structure published with this call for proposals.

Only fully complete application dossiers will be considered.

The full dossier may be drafted in any one of the 23 official languages of the European Union.

The budget must include, where appropriate, the costs of translating into English or French the reports to be submitted by the beneficiary to Executive Agency for Health and Consumers, namely an interim report before 31 July 2010 and a final report before 31 March 2011.

4.2. Procedure and deadlines for action 5 and for action 6

- The complete application dossier must be **provided on paper in triplicate** (one original and two copies).
- It must be delivered by postal mail, by courier or by hand to the following address:

EUROPEAN COMMISSION

Executive Agency for Health and Consumers- Consumer and Food Safety unit

Action 5/Action 6

Bâtiment Jean Monnet Building

Rue Alcide de Gasperi

L-2920 Luxembourg

Applications sent by post or by private courier must be postmarked no later than: **25 September 2009**.

Applications delivered by hand must arrive before **16.00 (Luxembourg time) on 25 September 2009**.

- The completed application dossier and the work programme must also be **submitted in Word format**, either by CD-ROM sent with the paper version or by e-mail to the following address: xxxxxxxxxxxx@xx.xxxxxx.xx, the same deadline applying.
- The paper version of the form is the authentic one.

5. SELECTION AND APPROVAL

After receiving the application dossiers EAHC will select those proposals that are to receive financial support based on the assessment criteria and conditions set out in this call for proposals.

Applicant organisations will be informed individually in writing of the decision regarding their application in **November 2009**.