



Justice Programme (JUST)

Call for proposals

Operating Grant for 2026 under Framework Partnership Agreements to support European networks active in the area of facilitating and promoting judicial cooperation in civil and/or criminal matters and/or in the area of access to justice

(JUST-2025-JCOO-JACC-OG-SGA)

Version 1.0
19 February 2025



HISTORY OF CHANGES			
Version	Publication Date	Change	Page
1.0	19.02.2025	▪ Initial version.	
		▪	
		▪	
		▪	



EUROPEAN COMMISSION
Directorate-General for Justice and Consumers

JUST.H3 – Budget, Programmes and Financial management

CALL FOR PROPOSALS

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0. Introduction

This is an invitation to submit proposals for EU **operating grants** in the field of judicial cooperation in civil and/or criminal matters and in the area of access to justice under the **Justice Programme (JUST), for the networks' work programmes 2026**.

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

- Regulation 2024/2509 ([EU Financial Regulation](#))¹
- the basic act (Justice Programme Regulation [2021/693](#))².

The call is launched in accordance with the [203-2025 Work Programme](#)³ and will be managed by **the European Commission, Directorate-General for Justice and Consumers (DG JUST)**.

Operating grants provide general financial support to organisations whose statutory activities serve the strategic objectives of EU policies (mainly non-profit organisations, voluntary associations, foundations, NGOs or similar). They do not support a specific project (like action grants), but the annual operating budget of the organisation (or part of it). Operating grants are always mono-beneficiary grants supporting the work programme of activities of only one organisation. They follow the same rules for the grant agreements as action grants, but do not differentiate between direct and indirect costs. Receiving an operating grant may however have an impact on the possibility to receive the indirect costs flat-rate in EU action grants (see [AGA – Annotated Grant Agreement, art 6.2.E](#)).

Please note that for the first year, the FPA and SGA applications are submitted in parallel due to time constraints. You must first complete the FPA application⁴, and then use the FPA application number in the SGA application. Grant agreements (SGAs) can only be signed if the FPA has been signed, and before the end date of the FPA.

¹ Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union (recast) ('EU Financial Regulation') (OJ L, 2024/2509, 26.9.2024).

² Regulation (EU) 2021/693 of the European Parliament and of the Council of 28 April 2021 establishing the Justice Programme (OJ L 156, 5.5.2021, p. 21).

³ Commission Implementing Decision C(2024) 4921 final of 18.07.2024 on the financing of the Justice Programme and the adoption of the work programme for 2023-2025, amending Commission Implementing Decision C(2022) 8467 final.

⁴ The call JUST-2025-JCOO-JACC-OG-FPA is available in the EU Funding and Tenders Portal.

The call covers the following **topic**:

- **JUST-2025-JCOO-JACC-OG-SGA operating grants for 2026 to support European networks active in the area of facilitating and promoting judicial cooperation in civil and/or criminal matters and/or in the area of access to justice.**

We invite you to read the **call documentation** carefully, and in particular this Call document, the [Model Grant Agreement](#), the [EU Funding & Tenders Portal Online Manual](#) and the [EU Grants AGA — Annotated Grant Agreement](#).

These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call document](#) outlines the:
 - background, objectives, scope, activities that can be funded and the expected results (sections 1 and 2)
 - timetable and available budget (sections 3 and 4)
 - admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)
 - criteria for financial and operational capacity and exclusion (section 7)
 - evaluation and award procedure (section 8)
 - award criteria (section 9)
 - legal and financial set-up of the Grant Agreements (section 10)
 - how to submit an application (section 11)
- the [Online Manual](#) outlines the:
 - procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')
 - recommendations for the preparation of the application
- the [AGA — Annotated Grant Agreement](#) contains:
 - detailed annotations on all the provisions in the Grant Agreement you will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc*).

You are also encouraged to visit the [Justice and Consumers](#) page on Europa and the [Justice Programme Project Results](#) website to consult the list of projects funded previously.

1. Background

The operating grants aim to support the 2026 work programme of European networks ("framework partners") active in the area of facilitating and supporting judicial cooperation in civil and/or criminal matters and/or in the area of access to justice for all selected under the call JUST-2025-JCOO-JACC-OG-FPA. Following the signature of the 3-year Framework Partnership Agreements with the Commission, an annual operating grant (starting with the year 2026) may be awarded to these framework

partners to finance their activities until 2028, insofar as these are in line with the justice programme's objectives and the policy priorities established by the European Commission.

2. Objectives – Themes and priorities – Activities that can be funded – Expected impact

Objectives (expected outcome)

In the area of judicial cooperation: to facilitate and support judicial cooperation in civil and criminal matters, and promote the rule of law, independence and impartiality of the judiciary, including by supporting the efforts to improve the effectiveness of national justice systems, and the effective enforcement of decisions.

In the area of access to justice: to facilitate effective and non-discriminatory access to justice for all, and effective redress, including by electronic means (e-justice), by promoting efficient civil, and criminal procedures and by promoting and supporting the rights of all victims of crime as well as the procedural rights of suspects and accused persons in criminal proceedings.

Themes and priorities (scope)

The work programmes for 2026 of the Framework Partners active in area of **Judicial Cooperation in Civil and/or Criminal Matters** shall address, in particular, one or several of the following **priorities**:

• **Civil Matters**

- Cross-border family law and matrimonial property rights
- Successions
- Mediation
- Recognition of civil status
- Jurisdiction and cross-border enforcement of claims
- Insolvency
- Minimum common standards of procedural law (including service of documents)
- Application of foreign law, particularly in matters of non-contractual obligations
- Correct implementation of the EU acquis in judicial cooperation in civil matters
- Networking between legal, judicial and administrative authorities and the legal professions, aimed at promoting judicial cooperation across Europe, including through electronic channels of communication
- Cross-border protection of adults
- Knowledge-sharing and providing guidance on the practical aspects of the implementation of the EU acquis
- Contracts in the digital economy (automated contracting, in particular in the B2B field and data in contracts)

- Use of videoconferencing in remote hearings in civil and commercial matters
- The compatibility of the use of digital technology in justice and related procedural rules with the EU Charter of Fundamental Rights and the European Convention on Human Rights
- Other activities relating to the use of digital tools, including AI, to foster judicial cooperation
- **Criminal Matters**
 - Efficient operation of EU mutual recognition instruments in criminal matters, including through strengthening cooperation between competent authorities
 - Pre-trial detention and material detention conditions
 - Alternatives to (pre-trial) detention
 - Improving the efficiency, quality and independence of justice in criminal matters in order to uphold and promote the rule of law
 - Activities relating to the use of digital tools, including AI and videoconferencing tools, to foster judicial cooperation
 - Activities aimed at supporting knowledge-sharing and providing guidance on the practical aspects of the EU acquis in judicial cooperation in criminal matters
 - Activities aimed at ensuring the exchange of information and networking between legal, judicial and administrative authorities and the legal professions, aimed at promoting judicial cooperation across Europe, including through electronic channels of communication.
- The **main legislative measures concerned** include, in particular, **for civil matters:**
 - Regulation (EU) No 1215/2012 on jurisdiction and the recognition and enforcement of judgments in civil and commercial matters (recast), (OJ L 351 of 20 December 2012, p. 1);
 - Regulation (EU) No 650/2012 on jurisdiction, applicable law, recognition and enforcement of decisions and acceptance and enforcement of authentic instruments in matters of successions and on the creation of a European Certificate of Succession (OJ L 201 of 27 July 2012, p. 107);
 - Regulation (EC) No 805/2004 creating a European Enforcement Order for uncontested claims (OJ L 143 of 30 April 2004, p. 15);
 - Regulation (EC) No 1896/2006 creating a European order for payment procedure and
 - Regulation (EC) No 861/2007 establishing a European Small Claims Procedure as amended by Regulation (EU) 2015/2421 of 16 December 2015 ,(OJ L 341 of 24 December 2015, p. 1);
 - Regulation (EU) No 2015/848 on insolvency proceedings (recast),(OJ L 141 of 5 June 2015, p. 19.);
 - Regulation (EU) No 655/2014 establishing a European Account Preservation Order procedure to facilitate cross-border debt recovery in civil and commercial matters, (OJ L 189 of 27 June 2014, p. 59);

- Council Regulation (EU) 2019/1111 of 25 June 2019 on jurisdiction, the recognition and enforcement of decisions in matrimonial matters and the matters of parental responsibility, and on international child abduction, OJ L 178, 2.7.2019, p. 1–115;
- Council Regulation (EC) No 4/2009 of 18 December 2008 on jurisdiction, applicable law, recognition and enforcement of decisions and cooperation in matters relating to maintenance obligations (OJ L 149 of 12 June 2009, p. 73);
- Council Regulation (EU) No 1259/2010 of 20 December 2010 implementing enhanced cooperation in the area of the law applicable to divorce and legal separation, (OJ L 343 of 29 December 2010, p. 10);
- Council Regulation (EU) 2016/1103 of 24 June 2016 implementing enhanced cooperation in the area of jurisdiction, applicable law and the recognition and enforcement of decisions in matters of matrimonial property regimes (OJ L 183 of 8 July 2016, p. 1);
- Council Regulation (EU) 2016/1104 of 24 June 2016 implementing enhanced cooperation in the area of jurisdiction, applicable law and the recognition and enforcement of decisions in matters of the property consequences of registered partnerships, (OJ L 183 of 8 July 2016, p. 30);
- Regulation (EU) 2016/1191 of 6 July 2016 on promoting the free movement of citizens by simplifying the requirements for presenting certain public documents in the European Union and amending Regulation (EU) No 1024/2012, (OJ L 200 of 26 July 2016, p. 1);
- Directive 2008/52/EC on certain aspects of mediation in civil and commercial proceedings, OJ L 136, 24.5.2008;
- Regulation (EC) No 593/2008 on the law applicable to contractual obligations (Rome I), OJ L177, 4.7.2008, p.6;
- Regulation (EC) No 864/2007 of the European Parliament and of the Council on the law applicable to non-contractual obligations (Rome II); OJ L 199, 31.7.2007, p.40;
- Regulation (EU) 2020/1783 of the European Parliament and of the Council of 25 November 2020 on cooperation between the courts of the Member States in the taking of evidence in civil or commercial matters (taking of evidence) (recast); OJ L 405, 2.12.2020, p. 1–39;
- Regulation (EU) 2020/1784 of the European Parliament and of the Council of 25 November 2020 on the service in the Member States of judicial and extrajudicial documents in civil or commercial matters (service of documents) (recast); OJ L 405, 2.12.2020, p. 40–78;
- Council Directive 2003/8/EC to improve access to justice in cross-border disputes by establishing minimum common rules relating to legal aid for such disputes, OJ L 26, 31.1.2003, p.41;
- Regulation (EU) 2023/2844 on the digitalisation of judicial cooperation and access to justice in cross-border civil, commercial and criminal matters;
- Regulation (EU) 2023/2844 on the digitalisation of judicial cooperation and access to justice in cross-border civil, commercial and criminal matters.

- The **main legislative and non-legislative measures concerned** include, in particular, **for criminal matters:**

- Council Framework Decision 2002/584/JHA of 13 June 2002 on the European arrest warrant and the surrender procedures between Member States;
- Council Framework Decision 2008/909/JHA of 27 November 2008 on the application of the principle of mutual recognition for judgments imposing custodial sentences or measures involving deprivation of liberty;
- Council Framework Decision 2008/947/JHA of 27 November 2008 on the application of the principle of mutual recognition to judgments and probation decisions with a view to the supervision of probation measures and alternative sanctions;
- Council Framework Decision 2009/829/JHA of 23 October 2009 on the application, between Member States of the European Union, of the principle of mutual recognition to decisions on supervision measures as an alternative to provisional detention;
- Council Framework Decision 2005/214/JHA of 24 February 2005 on the application of the principle of mutual recognition to financial penalties;
- Directive 2011/99/EU of the European Parliament and of the Council of 13 December 2011 on the European protection order;
- Directive 2014/41/EU on the European Investigation Order in criminal matters;
- Regulation (EU) 2018/1805 on the mutual recognition of freezing orders and confiscation orders;
- Commission Recommendation (EU) 2023/681 on procedural rights of suspects and accused persons subject to pre-trial detention and on material detention conditions;
- Regulation (EU) 2023/2844 on the digitalisation of judicial cooperation and access to justice in cross-border civil, commercial and criminal matters;
- Regulation (EU) 2023/1543 of the European Parliament and of the Council of 12 July 2023 on European Production Orders and European Preservation Orders for electronic evidence in criminal proceedings and for the execution of custodial sentences following criminal proceedings;
- Directive (EU) 2023/1544 of the European Parliament and of the Council of 12 July 2023 laying down harmonised rules on the designation of designated establishments and the appointment of legal representatives for the purpose of gathering electronic evidence in criminal proceedings;
- Regulation (EU) 2024/3011 on the transfer of proceedings in criminal matters.

1.1.1 The work programmes for 2026 of the Framework Partners active in area of **access to justice** shall address, in particular, one or several of the following **priorities:**

a) Rule of law

- improving the essential elements of effective justice systems: their independence, quality and efficiency in order to uphold and promote the rule of law.

b) Rights of victims of crime

- practical application of the relevant EU rules, notably the Victims' Rights Directive;
- application of the EU rules related to compensation to victims and to increased protection of victims in cross-border cases (including victims of terrorism);
- fostering the cooperation among the Member State and among the responsible national authorities (national experts) and the relevant practitioners who come into contact with victims;
- promotion of restorative justice that ensures victims' safeguards;
- access to general and specialist support services and to protection for victims of crime, including in times of crisis;
- access to information about victims' rights;
- strengthening cooperation among national authorities responsible for compensation;
- fostering cooperation among Member States on support and protection to victims of terrorism;
- the activities should follow the recommendations set up in the EU Strategy on victims' rights (2020-2025)⁵ as well as the requirements of the geopolitical situation, in particular in relation to provision of access to information, support and protection to victims of core international crimes;
- the activities should take into account the proposed revision of the Victims' Rights Directive⁶ which was adopted by the Commission on 12 July 2023 and is currently under negotiation.

c) Rights of suspects and accused persons in criminal proceedings

- supporting the correct practical application of all six procedural rights directives and the two Commission recommendations of 2013 including, where relevant, in the context of the use of electronic means in criminal proceedings (e-justice);
- strengthening procedural rights and safeguards for suspects and accused persons who are subject to pre-trial detention including by supporting the correct practical application of the relevant provisions of the Commission recommendation of 2022 on procedural rights of suspects and accused persons subject to pre-trial detention;
- promoting cooperation between Member States to improve the effective enjoyment of the rights of defence;
- strengthening safeguards for vulnerable persons (in line with the relevant Commission recommendation of 2013);
- examining the collection, transfer, admissibility and use of evidence in cross-border proceedings, with a focus on the exercise of defence rights in this context;

⁵ Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions. EU Strategy on victims' rights (2020- 2025), COM/2020/258 final.

⁶ Proposal for a Directive of the European Parliament and of the Council amending Directive 2012/29/EU establishing minimum standards on the rights, support and protection of victims of crime, and replacing Council Framework Decision 2001/220/JHA, COM(2023) 424 final.

- Strengthening and assessing the transnational application of the *ne bis in idem* principle, as enshrined in Article 50 of the Charter of Fundamental Rights.

e) e-Justice

- gathering data on digitalisation of justice in the Member States, in particular data showcasing the link between digitalisation and efficiency of justice.

- analysing the conditions for safe use of AI in justice;

- facilitating access to legal data, including access to national law and case law.

- The **main legislative measures concerned** include, in particular:

- Council Directive 2004/80/EC of 29 April 2004 relating to compensation to crime victims, OJ L 261, 6.8.2004, p. 15–18;
- Directive 2011/99/EU of the European Parliament and of the Council of 13 December 2011 on the European protection order, OJ L 338, 21.12.2011, p. 2–18;
- Directive 2012/29/EU of the European Parliament and of the Council of 25 October 2012 establishing minimum standards on the rights, support and protection of victims of crime, OJ L 315, 14.11.2012, p. 57–73;
- Regulation (EU) No 606/2013 of the European Parliament and of the Council of 12 June 2013 on mutual recognition of protection measures in civil matters, OJ L 181, 29.6.2013, p. 4–12;
- Commission Recommendation of 27 November 2013 on procedural safeguards for vulnerable persons suspected or accused in criminal proceedings, OJ C 378 of 24.12.2013, p.8;
- Commission Recommendation of 27 November 2013 on the right to legal aid for suspects or accused persons in criminal proceedings, OJ C 378 of 24.12.2013, p.11;
- Commission Recommendation (EU) 2023/681 of 8 December 2022 on procedural rights of suspects and accused persons subject to pre-trial detention and on material detention conditions, C/2022/8987, OJ L 86, 24.3.2023, p. 44–57;
- Directive 2010/64/EU of 20 October 2010 on the right to interpretation and translation in criminal proceedings, OJ L 280 of 26.10.2010, p. 1–7;
- Directive 2012/13/EU of 22 May 2012 on the right to information in criminal proceedings, OJ L 142 of 1.6.2012, p. 1–10;
- Directive 2013/48/EU of 22 October 2013 on the right of access to a lawyer in criminal proceedings and in EAW proceedings, OJ L 294, 6.11.2013, p. 1–12;
- Directive (EU) 2016/343 of 9 March 2019 on presumption of innocence, OJ L 64, 11.3.2016, p.1-11;
- Directive (EU) 2016/800 of 11 May 2016 on procedural safeguards for children, OJ L 132, 21.5.2016, p.1-20;
- Directive (EU) 2016/1919 of 26 October 2016 on legal aid for suspect and accused persons in criminal proceedings and in EAW proceedings, OJ L 297, p.1-8;
- Directive 2014/41/EU of the European Parliament and of the Council of 3 April 2014 regarding the European Investigation Order in criminal matters,

OJ L 130, 1.5.2014, p. 1–36;

- Council Regulation (EU) 2017/1939 of 12 October 2017 implementing enhanced cooperation on the establishment of the European Public Prosecutor's Office ('the EPPO'), OJ L 283, 31.10.2017;
- Council Framework Decision of 13 June 2002 on joint investigation teams (2002/465/JHA);
- Article 54 of the Convention Implementing the Schengen Agreement and Article 50 of the Charter of Fundamental Rights;
- Regulation (EU) 2023/2844 on the digitalisation of judicial cooperation and access to justice in cross-border civil, commercial and criminal matters;
- Commission Recommendation (EU) 2023/681 on procedural rights of suspects and accused persons subject to pre-trial detention and on material detention conditions.

Activities that can be funded (scope)

The grants will fund operating costs and activities of the networks which have EU added value and contribute to the implementation of the objectives of the Programme among others:

- network activities, network development and procedural improvements to increase clarity, transparency, respect of EU values and equal treatment;
- analytical activities;
- training activities, including those rolling out and multiplying effect of other activities;
- research and data collection/sharing/analysis;
- mutual learning and exchange of good practices;
- cooperation (including enhancing networking among legal practitioners);
- awareness-raising activities;
- information and dissemination activities with EU added value.

Applicants must provide an annual work programme (in Part B of the application form) starting in 2026 and outlining the proposed key activities and budget forecast in one of the two priorities (judicial cooperation or access to justice).

The proposed work programme should clearly explain how it intends to support EU policy and how it translates policy into concrete action. The costs of general administrative expenditure necessary for the running of the applicant organisation may also be covered.

All activities shall, both at design and implementation stage, incorporate a gender equality perspective. Thus, **applicants are expected to conduct and include in their proposal a gender analysis**, which maps the potential different impact of the project and its activities on women and men as well as girls and boys in all their diversity. Thereby, unintended negative effects of the intervention on either gender should be forestalled (do no-harm approach)⁷. Furthermore, a gender-sensitive

⁷ For more information see section *Ethics and EU values*.

approach should be taken to the identification of the target groups' needs, best practices, data collection, monitoring, information dissemination to forestall discrimination, victimisation and stereotyping of women and men. Training activities should allow for gender balanced participation in trainings. **The work programme of the networks must clearly list all the measures in place and/or planned to improve gender equality.**

Expected impact

In the **area of Judicial Cooperation in Civil and/or Criminal Matters:**

- Increased capacity, including digital capacity, of national practitioners, authorities to address issues related to judicial cooperation in civil and criminal matters, and to the application of the Union instruments on civil law, procedural civil law and procedural criminal law;
- Strengthened cooperation and exchange of information between competent national authorities in relation to judicial cooperation in civil and criminal matters, including taking into account the relevant case-law of the Court of Justice of the European Union (CJEU);
- Increased efficiency and resilience of the judicial systems to conduct cross-border judicial cooperation procedures and facilitation of the conduct of the proceedings through the use of digital tools;
- Improved knowledge on the legislation and administrative practices related to judicial cooperation in civil and criminal matters;
- Harmonisation of the administrative practices in relation to the relevant legislation in different Member States;
- Improved cooperation between judicial authorities in civil, commercial and criminal matters;
- The legal framework and regulations linked to judicial cooperation in civil and criminal matters are in line with EU acquis and relevant case-law of the CJEU;
- National authorities responsible for judicial cooperation in civil and criminal matters operate in cooperation and coordination with other responsible agencies and institutions across the EU;
- Prosecutors and judges for the proceedings related to judicial cooperation in civil and criminal matters have further specialised knowledge and experience in respective fields;
- Acceleration of proceedings in relation to judicial cooperation in civil and criminal matters, and decrease in breaches of time-limits;
- Improved situation of persons subject to measures in the field of judicial cooperation in criminal matters with special attention to enhancement of the social rehabilitation and re-integration of detained persons;
- Increased awareness of policy makers related to judicial cooperation in civil and criminal matters;
- Increased awareness of European standards related to the rule of law, including the key aspects of effective justice systems (independence, quality, efficiency).

In the **area of access to justice**:

- Improved knowledge of European justice systems, including courts, prosecution services and constitutional courts;
- Increased awareness of European standards related to the rule of law, including the key aspects of effective justice systems (independence, quality, efficiency);
- Increased capacity of national justice professionals;
- Improved access to justice through the appropriate use of digital tools for all types of civil and criminal proceedings;
- Improved knowledge on the link between the use of digital tools and efficiency of justice;
- Increased awareness of the conditions for use of AI in justice;
- Better access to legal data in the EU;
- Strengthened cooperation and exchange of information between competent national authorities and European networks in relation to the rights of suspects and accused persons in criminal proceedings and of victims of crime;
- Improved knowledge on the legislation and administrative practices related to specific provisions of the EU acquis regulating the rights of suspects and accused persons in criminal proceedings and of victims of crime;
- Improved knowledge on legislation and practices on the collection, transmission, admissibility and use of evidence in cross-border proceedings, with a focus on the exercise of the rights of defence in this context;
- Improved knowledge and increased awareness on the transnational application of the ne bis in idem principle, as enshrined in Article 50 of the Charter of Fundamental Rights of the EU;
- Reduced risks of breaches of fair trial rights, also with respect to the use of new technologies in the proceedings;
- Improved cooperation of NGOs and professional organisations in the field of the rights of persons suspected or accused of crime and of victims of crime;
- Increased awareness of the relevant policy makers on the rights of suspects or accused persons in criminal proceedings and of victims of crime;
- Improved public awareness and knowledge about procedural rights of suspects and accused persons in criminal proceedings and victims' rights at both EU and national level;
- Increased awareness and knowledge on the use of digital tools in criminal proceedings (in particular the use of videoconferencing) and its impact (chances and risks) on the procedural rights of suspected and accused persons and victims' rights at both EU and national level;
- Improved knowledge of systemic obstacles to the equal enjoyment of fair trial rights by suspects and accused persons in criminal proceedings (such as: systemic discrimination; lack of adequate support for specific groups of vulnerable suspects/accused persons such as persons with disabilities; problematic implementation of trial waiver systems etc.);

- Improved knowledge about specific provisions of the EU acquis regulating the issues such as referring victims to the relevant support services, victims' access to information in the area of victims' rights, individual assessment of victims' needs', victims' right to protection, including when moving to another EU Member State;
- Increased number of victims' support organisations providing general and specialist support services to victims of crimes and their family members, in particular in those Member States which currently do not provide such services or provide them in insufficient manner;
- Increased quality of the services provided by victims' support organisations;
- Improved knowledge about national compensation schemes and increased support for victims claiming compensation.

Whereas numerous results are listed above, framework partners are not expected to produce all of them in their annual work programme.

3. Available budget

The estimated available call budget is **EUR 2 035 000 for promoting judicial cooperation in civil and/or criminal matters** and **EUR 2 390 000 for access to justice**.

We reserve the right not to award all available funds or to redistribute them between the call priorities, depending on the proposals received and the results of the evaluation. The grant awarded may be lower than the amount requested.

4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	19 February 2025
<u>Deadline for submission:</u>	<u>3 July 2025 – 17:00:00 CET</u> (Brussels)
Evaluation:	September - October 2025
Information on evaluation results:	October 2025
GA signature:	October-December 2025

5. Admissibility and documents

Proposals must be submitted before the **call deadline** (see *timetable section 4*).

Proposals must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System (accessible via the Topic page in the [Calls for proposals](#) section). Paper submissions are NOT possible.

Proposals must be submitted indicating the 9-digit proposal number of your related proposal for a 3-year framework partnership agreement submitted under the call JUST-2025-JCOO-JACC-OG-FPA⁸. This proposal number will be generated automatically upon submission and must then be entered manually into the respective box of the application form (Part A) for this call.

Proposals (including annexes and supporting documents) must be submitted using the forms provided *inside* the Submission System (⚠️ NOT the documents available on the Topic page — they are only for information).

Proposals 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) and the summarised budget for the project (*to be filled in directly online*)
- **Application Form Part B** — contains the technical description of the activities to be co-financed in 2026 (*template to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded*)
- **KPI tool** — contains additional project data regarding the project’s contribution to EU programme key performance indicators (*to be filled in directly online, all sections to be completed*)
- **Mandatory annexes and supporting documents** (*templates available to be downloaded from the Portal Submission System, completed, assembled and reuploaded*):
 - **CVs** (standard) of core project team (or, where the key personnel is not yet known, a job profile description)
 - **Activity report** of last year
 - **List of previous projects** (key projects for the **last 4 years**) (*template available in Part B*)
 - **a list of network members in the form shown here below (to be uploaded as PDF under “Other annexes”):**

[Name of the applicant i.e. European network organisation]		
List of member organisations		
Organisation legal name (member organisation)	Country of establishment (EU Member States and third Countries participating in the Justice programme ⁹)	Type or organisation (i.e. private..)
Member 1		
[...]		

⁸ The call **JUST-2025-JCOO-JACC-OG-FPA** for 3-year framework partnership agreements is published on the EU’s Funding and Tenders Portal.

⁹ See [list of participating countries](#).

- for participants with activities involving children (below the age of 18): child protection policy covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#) (for private bodies: copy of their policy; for public bodies: child protection policy declaration).
- detailed budget table/calculator: **not** applicable


 Please note that an annual activity report is NOT a financial audit report or balance sheet, but a report highlighting the activities and projects of your organisation.

At proposal submission, you will have to confirm that you have the **mandate to act** for all applicants. Moreover, you will have to confirm that the information in the application is correct and complete and that all participants 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 will have to confirm this again by signing a declaration of honour (DoH). Proposals without full support will be rejected.

Your application must be **readable, accessible and printable**, please check carefully the layout of documents uploaded.

Proposals are limited to maximum **45 pages** (Part B). Evaluators will not consider any additional pages.


You may be asked at a later stage for further documents (*for legal entity validation, financial capacity check, bank account validation, etc*).

 For more information about the submission process (including IT aspects), consult the [Online Manual](#).

6. Eligibility

Eligible participants (eligible countries)

In order to be eligible, applicants must:

- be a single applicant (only the network may submit an application, the member organisations are not eligible to apply)
 - be legal entities (private bodies)
 - be non-profit organisations
 - be established in one of the eligible countries, i.e.:
 - EU Member States (including overseas countries and territories (OCTs), excluding Denmark);
 - non-EU countries: countries associated to the Justice Programme or countries which are in ongoing negotiations for an association agreement and where the agreement enters into force before grant signature ([list of participating countries](#))
-  Please check the list regularly, to get the latest status on countries in the process of association.
- be an established formal network (either with own legal personality or without legal personality but represented by a joint secretariat or officially appointed coordinator), organised at European level and with members from at least 14 EU

Member States or associated countries)

- the network's statutory aims must fall under the objective of the Programme to facilitate and support judicial cooperation in civil and/or in criminal matters and/or access to justice for all.
- have signed a Framework Partnership Agreement for the same priority within the Call JUST-2025-JCOO-JACC-OG-FPA.

Beneficiaries and affiliated entities must register in the [Participant Register](#) — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc. (*see section 13*).


Specific cases and definitions

Natural persons — Natural persons are NOT eligible (with the exception of self-employed persons, i.e. sole traders, where the company does not have legal personality separate from that of the natural person).

International organisations — International organisations are not eligible.

Entities without legal personality — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf, and offer guarantees for the protection of the EU financial interests equivalent to that offered by legal persons¹⁰.

EU bodies — EU bodies (with the exception of the European Commission Joint Research Centre) can NOT be part of the consortium.

Associations and interest groupings — Entities composed of members (like for instance networks) may participate as 'sole beneficiaries' or 'beneficiaries without legal personality'¹¹.  Please note that if the action will be implemented by the members, they should also participate (either as beneficiaries or as affiliated entities, otherwise their costs will NOT be eligible).

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations (*see list above*) may participate in the call and can sign grants if the negotiations are concluded before grant signature (with retroactive effect, if provided in the agreement).

EU restrictive measures — Special rules apply for 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)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).

EU conditionality measures — Special rules apply for entities subject to measures adopted on the basis of EU Regulation 2020/2092¹³. Such entities are not eligible to

¹⁰ See Article 200(2)(c) EU Financial Regulation [2024/2509](#).

¹¹ For the definitions, see Articles 190(2) and 200(2)(c) EU Financial Regulation [2024/2509](#).

¹² 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](#).

¹³ Regulation (EU, Euratom) 2020/2092 of the European Parliament and of the Council of 16 December 2020 on a general regime of conditionality for the protection of the Union budget (OJ L 325, 20.12.2022, p. 94).

participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties, etc). Currently such measures are in place for Hungarian public interest trusts established under the Hungarian Act IX of 2021 or any entity they maintain (see [Council Implementing Decision \(EU\) 2022/2506](#), as of 16 December 2022).



For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Consortium composition

Only applications by single applicants are allowed (affiliated entities and other participants are NOT allowed).

Eligible activities

Applications will only be considered eligible if their content corresponds wholly (or at least in part) to the topic description for which they are submitted.

Eligible activities are the ones set out in section 2 above.

The applicant must clearly specify to which priority these activities refer to (see section 2 above). Select only one priority from the list and further elaborate on how its activities support this specific priority in the description of the action (Part B of the application form – section 1.3 “Contribution to EU policy”).

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

Projects must comply with EU policy interests and priorities (*such as environment, social, security, industrial and trade policy, etc*). Projects must also respect EU values and European Commission policy regarding reputational matters (e.g. activities involving capacity building, policy support, awareness raising, communication, dissemination, etc)¹⁴.

Projects should be consistent with the action plan submitted for the framework partnership. Only applications that have first been awarded a framework partnership will be considered eligible.

Financial support to third parties is not allowed.

Geographic location (target countries)

Proposals must relate to activities taking place in the eligible countries (*see above*).

Duration

The foreseen duration of activities under the SGA is 12 months (extensions are possible, if duly justified and through an amendment).

¹⁴ See, for instance, [Guidance on funding for activities related to the development, implementation, monitoring and enforcement of Union legislation and policy](#).

Project budget

Project budgets (requested grant amount) are expected to be in line with the multiannual budget estimate as indicated in your proposal for a framework partnership agreement.

The grant awarded may be lower than the amount requested.

Ethics and EU values

Projects must comply with:

- highest ethical standards
- EU values based on Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights and
- other applicable EU, international and national law (including the General Data Protection Regulation [2016/679](#)).

Projects must seek to promote gender equality and non-discrimination mainstreaming in accordance with the [Gender Mainstreaming Toolkit](#). Project activities should contribute to the equal empowerment of women and men in all their diversity, ensuring that they achieve their full potential and enjoy the same rights (see [Non-discrimination mainstreaming instruments, case studies and ways forward](#)). They should also seek to reduce levels of discrimination suffered by particular groups (as well as those at risk of multiple discrimination) and to improve equality outcomes for individuals¹⁵. Proposals should integrate gender and non-discrimination considerations in proposals and target a gender-balanced representation in project teams and activities. It is also important that individual data collected by the beneficiaries are broken down by sex ([sex-disaggregated data](#)), disability or age whenever possible.

Applicants must show in their application that they respect ethical principles and EU values based on Article 2 of the Treaty on the European Union and Article of the 21 EU Charter of Fundamental Rights.

Participants with activities involving children (below the age of 18) must have a child protection policy covering the four areas described in the [Keeping Children Safe Child Safeguarding Standards](#) (see section 5). This policy must be available online and transparent to everyone who comes in contact with the organisation. It must include clear information about the recruitment of staff (including trainees and volunteers) and include background checks (vetting). It must also include clear procedures and rules to staff, including reporting rules, and continuous training.

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 projects.

The financial capacity check will be carried out on the basis of the documents you will be requested to upload in the [Participant Register](#) during 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 two financial years*

¹⁵ [Non-discrimination mainstreaming– instruments, case studies and way forwards](#)

*available*¹⁶, etc). The analysis will be based on neutral financial indicators, but will also take into account other aspects, such as dependency on EU funding and deficit and revenue in previous years.

The check will normally be done for coordinators, except:

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

If needed, it may also be done for affiliated entities.

If we consider that your financial capacity is not satisfactory, we may require:

- further information
 - an enhanced financial responsibility regime, i.e. joint and several responsibility for all beneficiaries or joint and several liability of affiliated entities (*see below, section 10*)
 - prefinancing paid in instalments
 - (one or more) prefinancing guarantees (*see below, section 10*)
- or
- propose no prefinancing
 - request that you are replaced or, if needed, reject the entire proposal.

For framework partnerships, the financial capacity check will be done both at FPA and SGA-level.



For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

Operational capacity

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

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 consortium participants
- applicants' activity reports of last year (if applicable)

¹⁶ See Article 199.1.d of the EU Financial Regulation [2024/2509](#).

- list of previous projects (key projects for the last 4 years) - *template available in Part B.*

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

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

For framework partnerships, the operational capacity check will be done generally at FPA-level and then again for each grant application in the grants calls.

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 participate¹⁷:

- 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 misconduct¹⁸ (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)
- guilty of irregularities within the meaning of Article 1(2) of Regulation No 2988/95 (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)
- 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).

¹⁷ See Articles 138 and 143 of EU Financial Regulation [2024/2509](#).

¹⁸ 'Professional misconduct' includes, in particular, the following: violation of ethical standards of the profession; wrongful conduct with impact on professional credibility; breach of generally accepted professional ethical standards; false declarations/misrepresentation of information; participation in a cartel or other agreement distorting competition; violation of IPR; attempting to influence decision-making processes by taking advantage, through misrepresentation, of a conflict of interests, or to obtain confidential information from public authorities to gain an advantage; incitement to discrimination, hatred or violence or similar activities contrary to the EU values where negatively affecting or risking to affect the performance of a legal commitment.

- intentionally and without proper justification resisted¹⁹ an investigation, check or audit carried out by an EU authorising officer (or their representative or auditor), OLAF, the EPPO, or the European Court of Auditors.

Applicants will also be rejected if it turns out that²⁰:

- 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).

8. Evaluation and award procedure

The proposals will have to follow the **standard submission and evaluation procedure** (one-stage submission + one-step evaluation)

An **evaluation committee** will assess all applications. Proposals will first be checked for formal requirements (admissibility, and eligibility, *see sections 5 and 6*). Proposals found admissible and eligible will be evaluated against the operational capacity and award criteria (*see sections 7 and 9*) and then ranked according to their scores.

For proposals with the same score a **priority order** will be determined according to the following approach:

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

- 1) The *ex aequo* proposals within the same topic 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 'Quality'. When these scores are equal, priority will be based on their scores for the criterion 'Impact'.

All proposals will be informed about the evaluation result (**evaluation result letter**). Successful proposals will be invited for grant preparation; the other ones will be put on the reserve list or rejected.

No commitment for funding — Invitation to grant preparation does NOT constitute a formal commitment for funding. We will still need to make various legal checks before grant award: *legal entity validation, financial capacity, exclusion check, etc.*

Grant preparation will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from your side. It may also include adjustments to the proposal to address recommendations of the evaluation committee or other concerns. Full compliance will be a pre-condition for signing the grant.

If you believe that the evaluation procedure was flawed, you can submit a **complaint** (following the deadlines and procedures set out in the evaluation result letter). Please note that notifications which have not been opened within 10 days after sending are considered to have been accessed and that deadlines will be counted from opening/access (*see also [Funding & Tenders Portal Terms and Conditions](#)*). Please also

¹⁹ 'Resisting an investigation, check or audit' means carrying out actions with the goal or effect of preventing, hindering or delaying the conduct of any of the activities needed to perform the investigation, check or audit, such as refusing to grant the necessary access to its premises or any other areas used for business purposes, concealing or refusing to disclose information or providing false information.

²⁰ See Article 143 EU Financial Regulation [2024/2509](#).

be aware that for complaints submitted electronically, there may be character limitations.

9. Award criteria

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

- **Relevance:** extent to which the proposal matches the priorities and objectives of the call; clearly defined needs and robust needs assessment; clearly defined target group, with gender perspective being appropriately taken into account; contribution to the EU strategic and legislative context; European/trans-national dimension; impact/interest for a number of countries (EU or eligible non-EU countries); possibility to use the results in other countries (potential for transfer of good practices); potential to develop mutual trust/cross-border cooperation, building synergies and avoiding duplication with previous projects (40 points)
- **Quality:** clarity and consistency of project; logical links between the identified problems, needs and solutions proposed (logical frame concept); methodology for implementing the project with gender perspective being appropriately taken into account (organisation of work, timetable, allocation of resources and distribution of tasks between partners, risks and risk management, monitoring and evaluation); ethical issues and measures/policies to guarantee compliance with EU values are addressed; feasibility of the project within the proposed time frame; financial feasibility (sufficient/appropriate budget for proper implementation; cost-effectiveness (best value for money) (40 points)
- **Impact:** ambition and expected long-term impact of results on target groups/general public; appropriate dissemination strategy for ensuring sustainability and long-term impact; potential for a positive multiplier effect; sustainability of results after EU funding ends (20 points).

Award criteria	Minimum pass score	Maximum score
Relevance	25	40
Quality	n/a	40
Impact	n/a	20
Overall (pass) scores	70	100

Maximum points: 100 points.

Individual threshold for the criterion 'Relevance': 25/40 points.

Overall threshold: 70 points.

Proposals 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 proposals will be rejected.

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

If you pass the evaluation, your project will be invited for grant preparation, where you will be asked to prepare the Grant Agreement together with the EU Project Officer.

This Grant Agreement will set the framework for your 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 [Portal Reference Documents](#).

Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*). The starting date should be after grant signature (normally within 6 months). A retroactive starting date can be granted exceptionally for duly justified reasons – but never earlier than the proposal submission date.

Project duration: see section 6 above.

Extensions are possible, if duly justified and through an amendment.

Work packages, milestones and deliverables

Activities must be grouped into work packages (e.g.: Project Management and Coordination; Communication and Dissemination, etc.), which are major sub-divisions of the project.

For each work package, an objective, list of the tasks/activities, milestones and deliverables must be defined. The deliverables must be quantifiable and measurable. The structure should be logical and guided by identifiable outputs with clear indicators.

The milestones and deliverables for each project will be managed through the Portal Grant Management System and will be reflected in Annex 1 of the Grant Agreement.

The following deliverable will be mandatory for all projects:

- Report on the EU Survey on Justice, Rights, and Values.

Beneficiaries will have to ask attendees in events to participate in the EU Survey on Justice, Rights and Values. This survey allows the granting authority to closely monitor training, mutual learning and awareness-raising events. The beneficiaries will receive a web link to the survey, to be forwarded to the attendees. They will have access to the survey results for their project and can use it for their project evaluation. The granting authority will aggregate the results of all the projects financed under the Justice programme.

Form of grant, funding rate and maximum grant amount

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

Project budget (requested grant amount): *see section 6 above*.

The grant awarded may be lower than the amount requested.

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for your project (NOT the *budgeted* costs). For unit costs, you 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 Agreement (**80%**).

Grants may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). For-profit organisations must declare their revenues and, if there is a profit, we will deduct it from the final grant amount (*see art 22.3*).

Moreover, please be aware that the final grant amount may be reduced in case of non-compliance with the Grant 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*).

Budget categories for this call:

- A. Personnel costs
 - A.1 Employees
 - A.2 Natural persons under direct contract
 - A.3 Seconded persons
- B. Subcontracting costs
- C. Purchase costs
 - C.1 Travel and subsistence
 - C.2 Equipment
 - C.3 Other goods, works and services

Specific cost eligibility conditions for this call:

- personnel costs:
 - volunteers' costs: No
- travel and subsistence unit cost²¹: Yes²²
- equipment costs: depreciation
- other cost categories:
 - costs for financial support to third parties: not allowed;
- VAT: non-deductible VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible)
- other:
 - in-kind contributions for free are allowed, but cost-neutral, i.e. they cannot be declared as cost;
 - kick off meeting: costs for kick-off meeting organised by the granting authority are eligible (travel costs for maximum 2 persons, return ticket to Brussels and accommodation for one night) only if the meeting takes place after the project starting date set out in the Grant Agreement; the starting date can be changed through an amendment, if needed;

²¹ 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), amended by Commission Decision C(2023)4928 final of 26.7.2023.

²² See [EU Grants AGA — Annotated Grant Agreement](#), art 6 on eligible costs: travel and subsistence costs must be declared using the unit cost according to Annex 2a of the grant agreement. If a particular instance of travel, accommodation or subsistence in the action is not covered by one of the unit costs mentioned in Decision C(2021)35 the actual costs may be used.

- project websites: communication costs for presenting the activities of the networks on the networks' websites or social media accounts are eligible as well as costs to create or update the website of the networks;
- other ineligible costs: No

Indirect costs

For operating grants, there is no differentiation between direct and indirect cost (because the grant aims to a large extent the financing of costs which would normally be considered 'indirect', i.e. general management costs, general running costs etc). Receiving an operating grant may however make you ineligible for receiving indirect costs in your EU action grants. If you intend to also apply for action grants, please make sure that you either have the accounting tools in place to combine them (or that the operating grants pays off — meaning that it covers enough of your general running costs and overheads to compensate the loss of the indirect costs in the action grants).

Reporting and payment arrangements

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


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


There may also be **additional prefinancing payments**, especially in case of a weak financial capacity.

There will be no **interim payments**.

Payment of the balance: At the end of the project, we will calculate your final grant amount. If the total of earlier payments is higher than the final grant amount, we will ask you (your coordinator) to pay back the difference (recovery).

All payments will be made to the coordinator.

 Please be aware that payments will be automatically lowered if you have outstanding debts towards the EU (granting authority or other EU bodies). Such debts will be offset by us — in line with the conditions set out in the Grant Agreement (*see art 22*).

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

Prefinancing guarantees

If a prefinancing guarantee is required, it will be fixed in the Grant Agreement (*Data Sheet, point 4*). The amount will be set during grant preparation and it will normally be equal or lower than the prefinancing for your grant.

The guarantee should be in euro and issued by an approved bank/financial institution established in an EU Member State. If you are established in a non-EU country and would like to provide a guarantee from a bank/financial institution in your country, please contact us (this may be exceptionally accepted, if it offers equivalent security).

Amounts blocked in bank accounts will NOT be accepted as financial guarantees.

Prefinancing guarantees are formally NOT linked to individual consortium members, which means that you are free to organise how to provide the guarantee amount (*by one or several beneficiaries, for the overall amount or several guarantees for partial amounts, by the beneficiary concerned or by another beneficiary, etc*). It is however important that the requested amount is covered and that the guarantee(s) are sent to us in time to make the prefinancing (scanned copy via Portal and original by post).

If agreed with us, the bank guarantee may be replaced by a guarantee from a third party.

The guarantee will be released at the end of the grant, in accordance with the conditions laid down in the Grant Agreement.

Certificates

Depending on the type of action, size of grant amount and type of beneficiaries, you 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*).

Liability regime for recoveries

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

For beneficiaries, it is one of the following:

– limited joint and several liability with individual ceilings — each beneficiary up to their maximum grant amount

– unconditional joint and several liability — each beneficiary up to the maximum grant amount for the action

or

– individual financial responsibility — each beneficiary only for their own debts.

In addition, the granting authority may require joint and several liability of affiliated entities (with their beneficiary).

Provisions concerning the project implementation

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

Other specificities

n/a

Non-compliance and breach of contract

The Grant Agreement (chapter 5) provides for the measures we may take in case of breach of contract (and other non-compliance issues).



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

11. How to submit an application

All proposals must be submitted directly online via the Funding & Tenders Portal Electronic Submission System. Paper applications are NOT accepted.

Submission is a **2-step process**:

a) create a user account and register your organisation

To use the Submission System (the only way to apply), all participants need to [create an EU Login user account](#).

Once you have an EU Login account, you can [register your organisation](#) in the Participant Register. When your registration is finalised, you will receive a 9-digit participant identification code (PIC).

b) submit the proposal

Access the Electronic Submission System via the Topic page in the [Calls for proposals](#) section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter).

Submit your proposal in 4 parts, as follows:

- Part A includes administrative information about the applicant organisations (future coordinator, beneficiaries, affiliated entities and associated partners) and the summarised budget for the proposal. Fill it in directly online;
- Part B (description of the action) covers the technical content of the proposal. Download the mandatory word template from the Submission System, fill it in and upload it as a PDF file;
- KPI tool containing additional project data. To be filled in directly online, all sections to be completed.
- Annexes (*see section 5*). Upload them as PDF file (single or multiple depending on the slots). Excel upload is sometimes possible, depending on the file type.

The proposal must keep to the **page limits** (*see section 5*); excess pages will be disregarded.

Documents must be uploaded to the **right category** in the Submission System otherwise the proposal may be considered incomplete and thus inadmissible.

The proposal must be submitted **before the call deadline** (*see section 4*). After this deadline, the system is closed and proposals can no longer be submitted.

Once the proposal is submitted, you will receive a **confirmation e-mail** (with date and time of your application). If you do not receive this confirmation e-mail, it means your proposal has NOT been submitted. If you believe this is due to a fault in the Submission System, you should immediately file a complaint via the [IT Helpdesk webform](#), explaining the circumstances and attaching a copy of the proposal (and, if possible, screenshots to show what happened).

Details on processes and procedures are described in the [Online Manual](#). The Online Manual also contains the links to FAQs and detailed instructions regarding the Portal Electronic Exchange System.

Guidance on the use of generative AI tools for the preparation of the proposal

When considering the use of generative artificial intelligence (AI) tools for the preparation of the proposal, it is imperative to exercise caution and careful consideration. The AI-generated content should be thoroughly reviewed and validated by the applicants to ensure its appropriateness and accuracy, as well as its compliance with intellectual property regulations. Applicants are fully responsible for the content of the proposal (even those parts produced by the AI tool) and must be transparent in disclosing which AI tools were used and how they were utilised.

Specifically, applicants are required to:

- Verify the accuracy, validity, and appropriateness of the content and any citations generated by the AI tool and correct any errors or inconsistencies.
- Provide a list of sources used to generate content and citations, including those generated by the AI tool.
- Double-check citations to ensure they are accurate and properly referenced.
- Be conscious of the potential for plagiarism where the AI tool may have reproduced substantial text from other sources. Check the original sources to be sure you are not plagiarizing someone else's work.
- Acknowledge the limitations of the AI tool in the proposal preparation, including the potential for bias, errors, and gaps in knowledge.

12. Help

As far as possible, ***please try to find the answers you need yourself***, in this and the other documentation (we have limited resources for handling direct enquiries):

- [Online Manual](#)
- Topic Q&A on the Topic page (for call-specific questions in open calls; not applicable for actions by invitation)
- [Portal FAQ](#) (for general questions).

Please also consult the Call and Topic pages regularly, since we will use it to publish call updates. (For invitations, we will contact you directly in case of a call update).

Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions should be sent to the following email address: EC-JUSTICE-CALLS@ec.europa.eu.

Please indicate clearly the reference of the call and topic to which your question relates (*see cover page*).

13. Important



IMPORTANT

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last-minute **technical problems**. Problems due to last minute submissions (*e.g. congestion, etc*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Call and Topic pages regularly. We will use them to publish updates and additional information on the call (call and topic updates).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all participants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all beneficiaries, affiliated entities and associated partners must be registered in the [Participant Register](#). The participant identification code (PIC) (one per participant) is mandatory for the Application Form.
- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). They will have to choose a coordinator, who 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). If affiliated entities participate in your project, please do not forget to provide documents demonstrating their affiliation link to your organisation as part of your application.
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant money). They participate without funding and therefore do not need to be validated.
- **Consortium agreement** — For practical and legal reasons it is recommended to set up internal arrangements that allow you to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives you the possibility to redistribute the grant money according to your own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows you to customise the EU grant to the needs inside your consortium and can also help to protect you in case of disputes. •
- **Balanced project budget (n/a for FPAs)** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (*e.g. own contributions, income generated by the action, financial contributions from third parties, etc*). You may be requested to lower your estimated costs if they are ineligible (including excessive).
- **Completed/ongoing projects** — Proposals for projects that have already been completed will be rejected; proposals for projects that have already started will be assessed on a case-by-case basis (in this case, no costs can be reimbursed for activities that took place before the project starting date/proposal submission).

- **No-profit rule (n/a for FPAs)** — Grants may NOT give a profit (i.e. surplus of revenues + EU grant over costs). This will be checked by us at the end of the project.
- **No cumulation of funding/no double funding (n/a for FPAs)** — It is strictly prohibited to cumulate funding from the EU budget (except under 'EU Synergies actions'). Outside such Synergies actions, any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances be declared under two EU grants; projects must be designed as different actions, clearly delineated and separated for each grant (without overlaps)
- **Combination with EU operating grants (n/a for OG and FPAs)** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and you make sure that cost items are clearly separated in your accounting and NOT declared twice (see AGA — Annotated Grant Agreement, art 6.2.E).
- **Multiple proposals** — Applicants may submit more than one proposal for different projects under the same call (and be awarded funding for them).

Organisations may participate in several proposals.

BUT: if there are several proposals for very similar projects, only one application will be accepted and evaluated; the applicants will be asked to withdraw the others (or they will be rejected)

- **Resubmission** — Proposals 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). Proposals 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 doesn't, they must be replaced or the entire proposal will be rejected.
- **Cancellation** — There may be circumstances which may require the cancellation of the call. In this case, you will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Language** — You can submit your proposal in any official EU language (project abstract/summary should however always be in English). For reasons of efficiency, we strongly advise you to use English for the entire application. If you need the call documentation in another official EU language, please submit a request within 10 days after call publication (for the contact information, see section 12)
- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year on the [Europa website](#).

This includes:

- beneficiary names
- beneficiary addresses
- the purpose for which the grant was awarded
- 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 your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.

- **Data protection** — The submission of a proposal under this call involves the collection, use and processing of personal data. This data will be processed in accordance with Regulation [2018/1725](#). It will be processed solely for the purpose of evaluating your proposal, subsequent management of your grant and, if needed, programme monitoring, evaluation and communication. Details are explained in the [Funding & Tenders Portal Privacy Statement](#).