



## CALL FOR EXPRESSION OF INTEREST

*“Financial Support to Third Parties in the framework of the EU-funded project:  
ENV.Net Factoring the Environmental Portfolio for WB and Turkey in The EU  
Policy Agenda”*

**PROJECT CODE: IPA 2017/ 394-372**

**DEADLINE FOR EXPRESSION OF INTEREST: February 24, 2020 at 09:30h**

*The electronic Expression of Interest MUST be sent by e-mail to [co-plan@co-plan.org](mailto:co-plan@co-plan.org) by February 24, 2020, 09:30 local hour) in PDF format.*

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## Background of the ENV.net project

The ENV.net project builds on the experience of the Environment Forum (<http://www.envforum.eu/doku.php>), implemented in the period 2009-2012, aimed at developing capacities of environmental NGOs to establish a constructive dialogue with national authorities. The present project strategy has been designed to achieve a greater commitment and capacity of a group of CSOs coming from Environment Forum experience and which have agreed on the creation of a new network, the ENV.net, to support the civil activism, give citizens a voice and influence the public reform processes in the approximation to the environment *acquis*.

ENV.Net has entered its third phase, and it currently covers the entire Western Balkan including representative organisations from all seven WB countries, and two partner organisations from EU based member countries. The project strategy is expected to consolidate the partner CSOs role in fostering the state-civil society dialogue at national and regional levels, in analysing and monitoring the on-going process reforms and finally at providing actual opportunities to give citizens and CSOs a voice in the environmental reform process and in the integration with EU.

In 2019, ENV.Net launched a call for projects as part of its ‘Financial Support to Third Parties’ component, in the framework of the EU-funded project: ENV.Net Factoring the Environmental Portfolio for WB and Turkey in The EU Policy Agenda”. Through this process, eight eligible project proposals were assessed and supported.

## 2. ENV.Net Project Objective

On an **overall objective level**, the project proposal aims to contribute to the **improvement of environmental policy-making and implementation** in compliance with the EU standards. To this end, the network foresees to contribute to both **improved and intensified inter-action among actors** (including environmental CSOs, media and policy-makers) and an **overall more enabling technical and financial environment** where these actors operate.

On a **specific objective level**, the action sets out to **strengthen the profile of ENV.net** as the leading network and bridging actor **in environmental policy-influencing** in the WB and Turkey region (vis-à-vis EU). Further, it foresees introducing and **initiating a discussion on the Circular Economy** concept in the region, as well as **intensifying climate change actions**. The action also foresees a number of value-adding, cross-cutting elements such as **inter-partner learning/exchange, networking, and thematic organisational support to third parties** (*i.e. local grass-root organisations, media*).

### 2.1 ENV.net Expected Project Results

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**Result 1** – ENV.net becomes a leading pan-regional network in the WB and Turkey in orienting and influencing environmental and circular economy policy discussions at an EU level.

**Result 2** – CSOs and mainstream/online media are supported by the ENV.net in the process of improving their skills and work related to environmental issues.

## *2.2 Objectives and priorities of the present call for proposals*

The main aim of the financial support is:

- To contribute to the development of knowledge and critical understanding circular economy model opportunities
- The promotion and engagement of small CSOs active in campaigning and advocacy on environment to promote effective actions for the benefit of WB-Turkey citizens.

## **3. Activities that may be financed under this call for expression of interest**

Only the following types of activity **are eligible** for funding:

A.1 Communication/media campaigns to raise awareness on environmental topics with particular emphasis on *water resources*;

A.2 In support of A.1, preparing short visual and graphic materials in the form of clips, infographics, etc., on various environmental, climate change, energy and circular economy aspects.

## **4. Size of support/grant**

Any support requested under this Call for Expression of Interest must fall between the following minimum and maximum amounts:

- 2,500 EUR
- 3,400 EUR

**Any support requested under this Call for Proposals, if eligible and selected, will be funded 100%.**

## **5. Who can apply?**

In order to be eligible for a grant, the applicant must:

- be legal persons **and**
- be non-profit-making **and**

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- be specific types of organisations such as: Non-Governmental Organisations/Community Based Organisations (NGO/CBO), social partners (trade unions, employers' associations), universities, cultural associations, media, etc. **and**
- be established in Albania.

### *5.1 Location*

The project should be implemented in Albania.

### *5.2 Project duration*

The initiative/supported project will start upon approval of the Expression of Interest, and successful submission of the full project proposal form and documentation. The signature of the contract, tentative date is **within March 2020**.

Activities started prior to this date cannot be funded. The minimum duration of the project will be 3 months, and the maximum duration of the project is 4 months.

### *5.3 Visibility*

Note that the applicant must comply with the visibility rules of the EU. For this purpose, in case of the award of contract the applicant shall follow the instruction included in the contract.

## **6. Eligibility of costs: costs which may be taken into consideration for the grant**

Only "eligible costs" can be taken into account for a grant. The categories of costs considered as eligible and non-eligible are indicated below. Note that the eligible costs must be based on real costs based on supporting documents.

Recommendations for the award of a grant are always subject to the condition that the checking process preceding the signature of the contract does not reveal any problems requiring changes to the budget (for instance arithmetical errors, inaccuracies or unrealistic costs and other ineligible costs). The checks may give rise to requests for clarification and lead Co-PLAN, Institute for Habitat Development to impose modifications or reductions to address such mistakes or inaccuracies. The amount of the grant, as a result of these corrections, may not be increased.

It is therefore in the applicant's interest to provide a **realistic and cost-effective budget**.

### *6.1 Eligible direct costs*

Eligible costs are actual costs incurred by the Grant beneficiary, which meet all the following criteria:

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1. They are incurred during the implementation of the Action as specified in the Sub-grant contract. This means that the costs shall relate to activities performed during the implementation period.
2. They are indicated in the overall budget for the Action (on the annexed budget format);
3. They are necessary for the implementation of the Action;
4. They are identifiable and verifiable, in particular being recorded in the accounting records of the Grant Beneficiary and determined according to the applicable accounting standards of Albania;
5. They comply with the requirements of applicable tax and social legislation;
6. They respect the rules of nationality and origin<sup>1</sup>.

The following direct costs of the Grant Beneficiary shall be eligible:

- The cost of staff assigned to the Action, corresponding to actual gross salaries including social security charges and other remuneration-related costs; salaries and costs shall not exceed those normally borne by the Beneficiary;
- Travel and subsistence costs for staff and other persons taking part in the Action, provided they are real costs backed up by supporting documents;
- Purchase costs for equipment and supplies (new or used) and services specifically for the purposes of the Action.

Note that taxes, including VAT will only be accepted as eligible costs when the following conditions are fulfilled (and backed by supporting documents):

- The value added taxes are not recoverable by any means;
- It is established that they are borne by the final beneficiary; and
- They are clearly indicated in the project proposal.

### *6.2 Non-eligible costs*

The following costs shall not be considered eligible:

- Debts and debt service charges (interests);
- Provisions for losses or potential future liabilities;
- Costs declared by the beneficiary and financed by donors or by other eu-funded actions;
- Purchases and rehabilitation of land or buildings;
- currency exchange losses;
- credits to third parties
- salary costs of the personnel of national administrations.

### *6.3 Contributions in kind*

Contributions in kind (e.g. valorisation of existing equipment, donations, volunteer works) are not considered actual expenditure and are not eligible costs.

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## **7. How to submit an Expression of Interest**

Applicants must submit their Expression of Interest in either Albanian or English through an official Request.

Hand-written applications will not be accepted.

Please note that only the application form and the budget will be evaluated. It is therefore of utmost importance that these documents contain ALL relevant information concerning the action. No additional annexes should be sent. If an application is selected following the evaluation, additional documentation might be requested but it should not be submitted at this stage.

### *7.1 Where and how to send the Expression of Interest*

The *Expression of Interest* MUST be sent by e-mail to [co-plan@co-plan.org](mailto:co-plan@co-plan.org) by **February 24, 2020** by **09:30h**.

### *7.2 Further information for the Application*

Only eligible *Expression of Interest requests* will be invited to submit a project proposal for evaluation for funding.

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