



Call for Proposals for 2025 Work Plan

Guidelines and Selection Criteria

Call for Proposals for 2025 Work Plan – Guidelines

Contents

1.	Procedure and timeline	3
2.	Values	3
3.	Eligibility Criteria	3
4.	Co-Financing	4
5.	Instructions and period of eligibility	5
6.	Selection Criteria	6
7.	FAQs	6

1. Procedure and timeline

Approval of the Call for Proposals for 2025 Work Plan:	27 September 2024
Deadline for submission:	22 November 2024
Decision by the EFA Bureau.	11 December 2024
Notification of the decision and/or proposed modifications to project applicants:	13 December 2024
Approval of any required modifications suggested by the EFA bureau:	January 2025
Projects commencement date:	3 February 2025
Final date for projects:	20 December 2025

2. Values

The European Free Alliance is a pro-European party that supports the values of the European Union and believes in the right to decide for all peoples.

Among EFA's political principles are the defence of democracy, human rights, and self-determination in Europe.

EFA is committed to working for peace, diversity, and international solidarity, building a sustainable world, and advancing gender equality and youth empowerment. EFA supports the internal enlargement of the EU and multi-level governance.

EFA opposes discrimination, racism, islamophobia, and antisemitism. and defends the human, civil, and political rights of all peoples.

Project proposals should be developed and implemented in line with these values.

3. Eligibility Criteria

Project proposals should result in one of the following outputs: conference, online webinar, magazine, leaflet, publication, radio or TV broadcasts or audio-visual materials such as podcasts.

When submitting a proposal, please ensure it meets the following criteria.

- Projects must address pan-European public policy issues. Projects that relate only to matters relevant to a particular territory or state are not eligible.
- Projects should focus on political impact, rather than cultural aspects, and should fit under one or more of the following topics:
 - o Democracy in Europe

- Self-Determination and Subsidiarity in Europe
- Human rights in Europe
- Peace in Europe
- Promoting diversity in Europe
- Sustainability, youth, and/or gender equality in Europe
- Project budgets must not include provisions for funding human resources or coordination.
- Project proposals must be for a particular stand-alone event or publication and cannot constitute regular operational costs neither of EFA nor of the project proposer.
- Projects should respect the values and objectives of EFA as outlined above.
- Gender equality must be ensured in the composition of panels at conferences and publications.
- Proposals should include a percentage of co-financing from a local counterpart, member, or partner in the form of a financial contribution – at least 30% for members, and at least 51% for non-members.
- All materials should bear the EFA logo and the logo of the European Parliament along with the relevant disclaimer text, in line with the European Parliament’s visibility requirements as stated in article II.8.1 and II.8.2 of the [Decision of the Bureau of the European Parliament of 1/07/2019 on implementing regulation 1141](#).
- Project outputs should clearly be displayed as a cooperation between EFA and the project proposer, for example:
 - Panels of speakers at events should include more EFA-affiliated participants than participants affiliated with the project proposer.
 - Authors for publications should include more EFA-affiliated authors or contributors than ones affiliated with the project proposer.
- Project costs must be reasonable and not excessive. Expenditure considered excessive or reckless is ineligible for EU funding.
 - For instance, allocating €500 per person for a dinner during an event, when alternative options are available at €50 per person, would be considered excessive.
 - Events should avoid any elements that suggest luxury.

4. Co-Financing

EFA is a recognised European political party, funded by the European Parliament under Regulation (EU, Euratom) No 1141/2014.

Article 22 of the Regulation does not prohibit joint activities in general. However, the provision requires European political parties to ensure that such activities do not result in the indirect funding of another party.

As a European political party funded by the European Parliament, EFA uses its funds to implement its statutory activities and objectives, adhering strictly to: [1] the European Union financial regulations and rules of application, [2] the Contribution Agreement between EFA and the European Parliament, and [3] the internal control systems and procedures of EFA.

The project costs for the C4P 2025 are shared between EFA and its partners. All projects are co-financed with project partners.

The European Free Alliance will cover the costs related to the project and will pay the relative costs to third-party providers of goods and services necessary for project implementation, upon receipt of invoices or equivalent documentation. Where applicable, travel expense reimbursements will be calculated based on actual costs supported by the required evidence, which must include, where relevant, both inbound and outbound boarding passes. Administrative and personnel costs are excluded from the project budget.

The European Free Alliance will not transfer any funds, directly or indirectly, to the partner, instead the partner must ensure that EFA receives an invoice from relevant suppliers, addressed to EFA and including EFA's VAT number where applicable.

Project partners will sign a project cooperation agreement, outlining the terms of the cooperation and partnership.

The European Free Alliance and its project partners may agree on co-financed projects in the form of contributions or donations in accordance with the above-mentioned regulation.

The desired financial support for the project from potential project partners is proposed at a minimum of 30% for members and 51% for non-members. Note that, according to the rules for funding, "an excessive financing share" may constitute "indirect funding", which is prohibited by the regulation and the Contribution received by the European Free Alliance for financing its activities. Therefore, EFA cannot cover excessive costs or a percentage greater than that agreed in the project cooperation agreement. The share of expenditure borne by both parties should reflect a realistic correlation between EFA's involvement and that of the partner in the specific proposal.

5. Instructions and period of eligibility

To apply, participants must complete the Project Proposal Form in Annex I.

Every section of the form must be filled in with the requested information, including, but not limited to, a detailed description of the activity/project and an estimated budget.

Once completed, sign the document, and send it to info@e-f-a.org by the submission deadline (22 November 2024) in both .doc (Word) and .pdf format.

Selected projects will be jointly carried out by EFA and the Partner. The projects are expected to run between 3 February 2025 - 20 December 2025.

6. Selection Criteria

Each project will be evaluated based on the following criteria:

- Output and Political Impact
- Pan-European approach
- EU Agenda Topic

Evaluated Projects will then be selected by the EFA Bureau and the EFA Bureau reserves the right to make the final decision over each of the criteria set out in point 3 – Eligibility Criteria outlined above. The Bureau will select a minimum of 3 and a maximum of 12 projects for the year. If more than this number of projects are received, then the Bureau will select the projects it sees as having the greatest political potential for EFA.

In selecting the projects, the Bureau reserves the right to request changes to project proposals, e.g.:

- To revise the budget
- To increase the project's European dimension
- To modify the project participants [event speakers or publications authors &/or contributors].

Changes may be subject to negotiation, but the final project decision must be approved by the bureau. Any negotiation must take place through official channels only: e.g. Email correspondence with the whole bureau and/or secretariat.

Favour will be given to projects with a clear political output that will contribute to EFA's visibility and awareness at local, national, and EU-wide levels.

7. FAQs

1. Can we submit documents and propose projects in a different language other than English?

Yes. You can submit your documents in one of the following languages: DE, EN, ES, FR, IT, NL. However, applicants are encouraged to give preference to English when possible.

Projects may be run in local languages, but translation of any outputs should be available into one of the above-listed languages, owing to the project's pan-European scope.

2. Can EFA finance a cultural event, such as an art exhibition?

Although EFA promotes cultural diversity, cultural events, art exhibitions, or mass rallies will not be funded. Projects should have a political impact, rather than a cultural focus.

3. Can a member party propose more than one project?

Yes. Applicants must complete a separate project proposal form for each project. The maximum number of projects submitted by any applicant should not exceed three.

4. Is there a maximum budget per project proposal?

No, but estimated costs should be reasonable. EFA's Bureau may propose a revised budget based on the resources available for fiscal year 2025.

5. Is there a right to appeal the bureau's final decision?

The bureau reserves the right to make the final decision on each project proposal. Negotiations may be possible, but the final decision rests with the bureau. Any such negotiation must take place through official channels only: e.g. Email correspondence with the whole bureau and/or secretariat.