

**STRAND A:**

**MP/CAMM countries:**

**Guidelines for Call for Proposals  
with an open deadline**

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## 1. Introduction

The Global Approach to Migration and Mobility (GAMM) is, since 2005, the overarching framework for the EU external migration and asylum policy. The framework defines how the EU conducts its policy dialogue and operational cooperation with third countries in the area of migration and mobility, based on clearly defined priorities which reflect the strategic objectives of the EU, and firmly embedded in the EU's overall foreign policy framework.

The GAMM is implemented through several political instruments (bilateral and regional policy dialogues and action plans), legal instruments (such as visa facilitation and readmission agreements), operational support and capacity-building measures that are made available in particular to third country administrations.

The most elaborated bilateral cooperation frameworks under the GAMM are the Mobility Partnerships (MPs) and Common Agendas on Migration and Mobility (CAMMs), whose signatories include the EU (represented by the European Commission), the third country concerned, as well as individual EU Member States (EU MS), in case of MPs, on a voluntary basis.

MPs offer a framework for an enhanced and tailor-made policy dialogue and operational cooperation with third countries in a wide range of fields related to migration and mobility, with concrete actions covering the four thematic priorities of the GAMM:

- Better organising legal migration and fostering well-managed mobility;
- Preventing and combating irregular migration, and eradicating trafficking in human beings;
- Maximising the development impact of migration and mobility, and
- Promoting international protection, and enhancing the external dimension of asylum.

So far, MPs have been concluded with nine countries: Moldova (2008), Cape Verde (2008), Georgia (2009), Armenia (2011), Morocco (2013), Azerbaijan (2013), Tunisia (2014) and Jordan (2014) and Belarus (2016).

CAMMs are an alternative framework for bilateral dialogue and cooperation, notably in cases where one side or the other is not ready to enter into the full set of obligations and commitments implied by a MP, such as the negotiation of visa facilitation and readmission agreements. Like the MPs, the CAMMs set a number of common recommendations, targets and commitments for dialogue and cooperation. So far, CAMMs have been signed with Nigeria (2015), Ethiopia (2015) and India (2016) and draft CAMMs have been proposed to, or are envisaged with, Bangladesh and Brazil.

## 2. Functioning of the Mobility Partnership Facility (MPF II)

The MPF is implemented by ICMPD based on a Delegation Agreement with the Directorate General for Migration and Home Affairs (DG HOME) of the European Commission (EC). The MPF became functional in January 2016 with the aim of contributing to operationalising the external dimension of EU migration policy and its specific political and operational instruments. The duration of MPF II is 36 months.

The overall strategic guidance, leadership and oversight for the implementation of the MPF is carried out by the MPF Steering Committee (SC), set up under MPF I. The SC consists of

representatives of the EC (DG HOME, the Directorate-General for Neighbourhood and Enlargement Negotiations - DG NEAR - and the Directorate-General for International Cooperation and Development - DG DEVCO) and the European External Action Service (EEAS). The SC is chaired by DG HOME, while ICMPD acts as secretariat and provides technical support/assistance for its functioning.

The MPF II is implemented through four strands. The present Call for Proposals is published in the framework of strand A: “Operationalisation of MP and CAMM Joint Declarations through targeted actions”. The specific objective of this strand is to support the preparation and implementation of current and future MPs and CAMMs by providing targeted, flexible and tailor-made assistance, mainly through grant contracts signed with EU MS.

The priorities of actions to be implemented under this Call shall be identified by EU MS in close cooperation with the MP/CAMM partner countries and will address thematic areas covered by Joint Declarations on MPs and CAMMs, as well as their annexes and/or scoreboards. MP/CAMM partner countries can be associated to Grant Applications as Co-Applicants or involved on a no-cost basis.

### 3. Objectives of the call and types of Actions

#### 3.1 Objectives of the call

The overall objective of the call is to identify and award Actions that will further promote and support the preparation and implementation of Mobility Partnerships (MPs) and Common Agendas for Migration and Mobility (CAMMs) through targeted, flexible and tailor-made assistance provided to partner countries.

The Call consists of three thematic streams which correspond to three financial instruments that fund the MPF and which are managed by DG HOME. The first thematic stream supports activities under the Asylum, Migration and Integration Fund (AMIF) while the second and third ones activities under respectively the Internal Security Funds for police cooperation (ISF-Police) and borders and visa (ISF-Borders and Visa).

#### 3.2 Types of Actions

All areas covered by existing MPs and CAMMs and eligible under one of the aforementioned Funds can be supported. In addition, proposals for Actions to be implemented within the framework of forthcoming MPs and CAMMs can be submitted as well.

The Action proposals should:

- Aim at the development of governmental capacities in order to enhance the domestic frameworks for migration and mobility, in line with the MP and CAMM objectives;
- Include a clear and robust sustainability element, including by ensuring coherence and synergies with various past and ongoing interventions;
- Consider the priorities of partner countries and of the EU, thus supporting the implementation of the respective annexes, scoreboards, and other priorities identified, as well as contribute to the advancing of cooperation among EU, EU MS and partner countries;
- Bring significant EU added value, including through the establishment of consortia of EU MS applying to the Call.

For each funding instrument, the proposals should in particular focus on the aspects mentioned below (non-exhaustive).



**a) For AMIF:**

- Partner countries' policy and legal frameworks for migration and mobility, including through circular and temporary migration schemes, as well as better information and protection of migrants, including pre-departure training;
- Information for potential migrants on opportunities for legal migration and on requirements for legal stay, as well as on the risks of irregular migration;
- Capacity-building of partner country authorities in legal migration management (including migration monitoring);
- Practices and policies on migrants' contributions to the national development;
- Partner countries' policy and legal frameworks as well as capacity-building on asylum policy and protection in line with international standards;
- Migration dialogue with relevant partner countries.

**b) For ISF-Police:**

- Fight and neutralisation of criminal networks and organisations active in the smuggling of migrants into the EU, to ensure effective law enforcement cooperation in this regard;
- Trafficking in human beings, such as the labour exploitation of illegally staying third-country nationals or child sexual exploitation; victim protection, drug trafficking, cross-border joint police operations, access to and exchange of information, and exchange of best practices.

**c) For ISF-Borders and Visa:**

- Support the dialogue on visa issues with third countries, as well as their consular capacities, and cooperation with the EU and EU MS, in line with the EU common visa policy;
- Capacity building of partner country authorities in border surveillance;
- Integrated border management and cross-border cooperation with the aim of enhancing regional cooperation in border management between EU MS and third countries;
- Strengthening the security of identity and travel documents in third countries.

## 4. Eligibility criteria

### 4.1 Eligibility of Applicants

In order to be eligible, Applicants and the Co-Applicants have to fulfil the following criteria:

- a) Applicants and Co-Applicants have to be legal persons; applications from natural persons are not eligible;
- b) Applicant: a public body of an EU MS (at central, regional or local levels). In the case of MPs, only public bodies of EU MS that have signed the respective MP shall be eligible<sup>1</sup>;
- c) Co-Applicants:
  - Public bodies of a partner country (at central, regional or local levels) that signed the respective MP or a CAMM can join the Applicant as Co-Applicant;

<sup>1</sup> EU MS not participating in the implementation of the respective funds are not eligible, as follows: For AMIF, this concerns Denmark; for ISF Borders and Visa – United Kingdom and Ireland, for ISF Police – United Kingdom and Denmark.



- Public bodies of the same or another EU MS can join the Applicant as Co-Applicant. In the case of MPs, only public bodies of EU MS that have signed the respective MP can be Co-Applicants;
- Non-governmental organisations (NGOs) and other private law bodies, established in the EU or in the MP/CAMM countries that cooperate with EU MS and partner countries in the implementation of migration-related actions, working on a non-profit basis.

While a Partnership Agreement between the Applicant and Co-Applicants is not be required, the identification of the priorities addressed in the grant application should be completed jointly by the applying EU MS and the respective MP/CAMM country prior to the submission of the application. The involvement of the partner country and foreseen cooperation mechanisms among all involved entities need to be described in the Grant Application Form.

## 4.2 Eligibility of applications

In order to be eligible for a grant, applications:

- a) Must be duly filled in by an eligible applicant as per section 4.1;
- b) Must be composed of documents listed in section 16;
- c) Must seek EU co-funding of equal to or more than EUR 50 000 and equal to or less than 1 000 000 in Actions eligible under the Asylum, Migration and Integration Fund (AMIF); or
- d) Must seek EU co-funding of equal to or more than EUR 50 000 and equal to or less than 600 000 in Actions eligible under the Internal Security Fund (ISF) Police and ISF Borders and Visa;
- e) Must seeking EU co-funding not higher than 95% of the total eligible cost;
- f) Cannot be scheduled to last beyond 30 September 2020;
- g) Must be linked to existing or forthcoming MPs or CAMMs.

## 4.3 Eligibility of activities

Activities and their related costs, implemented by the Applicant and the Co-Applicant, supporting Actions mentioned in **section 3.2** and which do not fall under section 4.4 of these Guidelines are eligible, such as:

- Assistance to partner country policy and legal frameworks for migration and mobility, as well as migration dialogues with the EU and its MS;
- Review and development of legislation, policy documents/strategies, action plans, policy tools and instruments, standard operating procedures, etc.;
- Capacity-building of partner country authorities through the deployment of experts (mainly from EU MS, other MP/CAMM countries, others);
- Development and implementation of training sessions, training materials and training curricula; exchange of personnel;
- Provision of services to support third-country nationals via pre-departure and/or post-arrival measures (e.g. language courses, vocational training, temporary accommodation, in-kind support to business activities, etc.);
- Purchase of specific equipment which would be indispensable in relation to the abovementioned capacity building support and training;
- Design and implementation of information and awareness raising activities;
- Organisation of conferences and expert meetings;
- Studies, reviews and mappings;



- Evaluations and monitoring activities.

#### **4.4 Ineligible activities**

- a) Remuneration of final beneficiaries involved in traineeships / temporary employment opportunities;
- b) In-cash reintegration support to returnees;
- c) Provision of individual sponsorships/scholarships for participation in workshops, seminars, conferences, congresses, etc.

## **5. Award criteria**

Eligible applications and their proposed Actions will be assessed on the basis of the following (weighted) award criteria:

### **5.1 Relevance of the proposal to the call objectives (25%)**

Particular attention will be paid to:

- The degree of contribution to the priorities defined in the Joint Declaration and/or annexes/scoreboards of each MP or CAMM and emerging priorities;
- Innovative character of proposed Action with significant added value for the cooperation framework between the EU and partner countries;
- Complementarity with other actions implemented within the same MP or CAMM;
- The composition of the consortium, including the expertise of its members, and/or cooperation with partner countries' authorities, and their relevance for the proposed Action.

### **5.2 Quality of the Proposal and Implementation Methodology (35%)**

Particular attention will be paid to:

- Clarity, consistency and coherence of the proposed activities and the appropriateness of their format;
- The envisaged activities, implementation methodology, organisation of work, and strategy for Action management, including the replication, sustainability and dissemination of results.

### **5.3 European added value (15%)**

Particular attention will be paid to:

- The extent to which the Action, its outcomes and impact have European added value (e.g. consortium of EU MS, EU political and strategic objectives and agenda, impact will concern more than one EU MS).

### **5.4 The cost-effectiveness (25%)**

Particular attention will be paid to:

- The degree to which the level of output and impact of the Action is proportional to the amount of the requested grant;
- Clarity and consistency of the estimated budget description.



Applications that pass the threshold of minimum 65% under each criterion could be considered for funding, provided sufficient budget is available.

## 6. Exclusion criteria

Applicants will be excluded from participating in the Call for Proposals procedure and from the grant award if they are in one of the following situations:

### 6.1 Exclusion from participation in the Call for Proposals

- a) They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b) They or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of an EU MS which has the force of res judicata;
- c) They have been guilty of proven grave professional misconduct;
- d) They are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of Belgium or those of the country where the Action is to be implemented;
- e) They or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such an illegal activity is detrimental to the Union's financial interests;
- f) They are currently subject to an administrative penalty for: being guilty of misrepresentation in supplying the information required by the EC as a condition of participation in a procurement or grant award procedure or for failing to supply this information; or having been declared to be in serious breach of its obligations under grant agreements or contracts financed by the Union's budget.

### 6.2 Exclusion from award

Applicants will not be granted financial assistance if, in the course of the grant award procedure, they:

- a) are subject to a conflict of interest in connection with the Action;
- b) are guilty of misrepresentation in supplying the information required by the EC as a condition of participation in the grant award procedure or fail to supply this information;
- c) find themselves in one of the situations of exclusion, referred to in section 6.1.

Administrative and financial penalties may be imposed on Applicants and Co-Applicants who are guilty of misrepresentation.



## 7. Timetable

Stages	Date or indicative period
Publication of the call	16 April 2018
Deadline for applications	Open deadline
Confirmation of receipt of the application	Within one working day
Evaluation period of each application	15 working days after receipt of application <sup>2</sup>
Information to Applicants	Upon finalisation of the evaluation process
Possible adjustments of proposed Action	Between positive award decision and signature of Grant Contract
Signature of Grant Contract	Upon finalisation of Grant Contract
Starting date of the Action	Starting date will be specified in the Grant Contract. In any case, the starting date cannot precede the date of signature of Grant Contract.
Latest possible end of implementation of awarded Actions	30 September 2020

## 8. Legal Commitments

An award decision does not represent a legal or financial commitment. The award of each grant is subject to the conclusion of a Grant Contract duly countersigned between ICMPD and the Beneficiaries.

In the event a grant is awarded, a Grant Contract, drawn up in euro and detailing the conditions and funding rate, will be sent to the Applicant.

## 9. Financial provisions

### 9.1 Available budgetary allocation for the call for proposals

The total amount available for this call for proposals is **EUR 4 878 418**.

For **stream 1-AMIF: EUR 2 190 772**

*Minimum threshold per Action: EUR 50 000*

*Maximum threshold per Action: EUR 1 000 000*

For **stream 2-ISF Police: EUR 1 174 269**

*Minimum threshold per Action: EUR 50 000*

*Maximum threshold per Action: EUR 600 000*

For **stream 3-ISF Borders and Visa: EUR 1 413 377**

<sup>2</sup> If clarifications are required, this period will be prolonged by the time required for clarifications.

*Minimum threshold per Action: EUR 50 000*

*Maximum threshold per Action: EUR 600 000*

Financing from more than one fund per action shall not be admissible.

### **9.2 Co-financing rate**

Under this call for proposals, ICMPD may finance up to 95% of the total eligible cost of the Action. In kind contributions shall also be accepted as co-financing.

### **9.3 Non-cumulative award**

An Action may only receive one grant from the EU budget. In no circumstances shall the same costs be financed twice by the Union budget.

### **9.4 Non-retroactivity**

No grant may be awarded retroactively for Actions already completed. In any case, costs eligible for financing may not have been incurred prior to the date of signature of Grant Contract.

### **9.5 Non-profit**

The grant may not produce a profit for the Applicant or the Co-Applicants. Profit is defined as a surplus of the receipts over the eligible costs approved by the Contracting Authority when the request for payment of the balance is made.

## **10. Data Protection**

Any personal data will be processed in line with the EU General Data Protection Regulation (EU/2016/679) solely for the purposes of the evaluation of Grant Application by the Grant Evaluation Committee and performance, management and monitoring of the Grant Contract by the Contracting Authority and may also be passed to the bodies charged with monitoring or inspection tasks under European Union law.

## **11. Additional provisions**

Further details regarding e.g. role of beneficiaries, reporting obligations, monitoring of the Action, and provisions on eligible costs and payment procedures are specified in the “General Conditions applicable to an ICMPD-financed contract” (Annex II).

## **12. Submission and evaluation procedure of grant applications**

### **12.1 Submission of the applications**

The grant applications shall be made using the attached *Grant Application Form* template. They shall be supplemented by detailed budget in euro, using the attached *Budget for the Action* template and the *Financial Information Form for Private-law Co-Applicants* (if applicable).

For reasons of efficiency, as a general rule, the Grant Application Form as well as all other documents shall be filled in in English. However, the Grant Application Form can also be filled in in French.

Grant Applications together with all the other documents listed in the checklist (section 17) must be submitted by e-mail to the following address:

[MPF@icmpd.org](mailto:MPF@icmpd.org)

*Subject: "MPF – Call for proposals – MP/CAMM countries"*

ICMPD will confirm the receipt of the application within one working day.

## 12.2 Evaluation of the Application

Applications that pass the Administrative and Eligibility Check carried out by ICMPD will be subject to evaluation based on the award criteria listed in Section 5.

The duration of the evaluation procedure is envisaged to last 15 working days after the receipt of the Grant Application.

Following an award decision, ICMPD will sign a Grant Contract (see template in annex I) with the Applicant.

## 12.3 Start date and duration of the Actions

The starting date included in the Grant Application Form is indicative as the Action will start:

- a) The day following that on which the second of the two Parties signs the Grant Contract; or
- b) At a later date (to be specified in the Grant Contract).

Applicants should note that if their Action is selected, they may receive the Grant Contract after the start date of the Action that they have set.

The exact duration of the Action shall be specified in the Grant Contract, depending on the submission/reward date. The implementation period of any Action awarded cannot go beyond **30 September 2020**.

## 12.4 Accepted and rejected applications

ICMPD will notify Applicants upon finalisation of the evaluation procedure. Successful Applicants will be notified and subsequently will receive a copy of the Grant Contract for acceptance and signature. Unsuccessful Applicants will receive a letter stating the reasons of refusal.

## 12.5 Right to adjust proposal

ICMPD, based on the deliberations of the Grant Evaluation Committee, reserves the right to suggest certain adjustments of proposals (narrative and budget) following the award decision and prior to the signature of the Grant Contract. Such changes only aim at enhancing the coherence of proposals, ensuring their cost efficiency and taking into account activities of other Actions, which might not be known to the Applicant. They should not bring any major modification to the application such as adjustment or replacement of activities.

## 12.6 Final provisions

ICMPD reserves the right to clarify or update these Guidelines if required, following prior approval of the SC, and to inform those concerned in due course through the appropriate channels. Any changes to the Guidelines should however not change the conditions for the submission of applications.

## 13. Questions

Any questions concerning these Guidelines for Call for Proposals with an open deadline can be addressed to [MPF@icmpd.org](mailto:MPF@icmpd.org)

## 14. Complaints procedure

In order to ensure administrative transparency, a fair, equitable and non-discriminatory complaints handling procedure for procurement and grants is established.

An applicant having a dispute or complaint about the award procedure should address him/herself in writing to the Director for Management of ICMPD. The written note should provide details of the basis upon which the dispute or complaint is being lodged, including:

- A statement regarding what he/she considers was defective in the award procedure;
- Copies of, or references to, information to support the complaint; and
- A statement regarding what he/she wishes to achieve as an outcome from the complaint process.

The Director for Management will acknowledge the complaint within 15 working days and request further information if required. The Director for Management will conduct the necessary internal investigations and attempt to resolve the matter. If the applicant is not satisfied with the proposed solution he/she may address himself to the Director General requesting a review process. The Director General shall establish a complaints committee taking on board, if so warranted, external experts to conduct an independent review. The applicant will be informed in writing about the establishment of the complaints committee and the envisaged timeframe for the review. Upon finalisation of the committee's work the applicant will receive notification in writing about the outcome of the review and the decision taken by the committee. The decision of the complaints committee shall be binding for all parties.

## 15. Publicity

The present Call for Proposals is published on the webpage of ICMPD (<http://www.icmpd.org/mpf>) and a link is provided in a dedicated sub-section of the webpage of DG HOME.

Information on awarded grants, stating the title of Action, information on the applicant and on funding awarded will be published on the ICMPD webpage on a regular basis, at least once a month.

## 16. Checklist of documents to be submitted

The table below includes the documents that must be provided for the application to be eligible. Applicants are invited to use the table as a checklist in order to verify compliance with all the requirements.

1	Grant Application form (template)	Sent by e-mail, signed	<input type="checkbox"/>
2	Budget for Action (template)	Sent by e-mail	<input type="checkbox"/>



3	Financial Information Form for Private Law Co-Applicants (template) <sup>3</sup>	Sent by e-mail, signed	<input type="checkbox"/>
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## 17. List of Annexes

Annex I: Special Conditions - Grant Contract template

Annex II: General Conditions applicable to an ICMPD-financed grant contract

Annex III: Budget for the Action

Annex IV: Procurement by Grant Beneficiaries

Annex V-1: Payment request for Grant Contract

Annex V-2: Financial Identification Form

Annex VI-1: Financial Report

Annex VI-2: Interim Narrative Report

Annex VI-3: Final Narrative Report

Annex VII: Terms of Reference for an Expenditure Verification of a Grant Contract

Annex VIII: Pre-financing Guarantee

Annex IX: Transfer of ownership of assets

Annex X: Provisional Financial Report

Annex XI: Grant Application Form

Annex XII: Financial Information Form for Private Law Co-Applicants

<sup>3</sup> To be completed only if any of the Co-Applicants is a private law body.

