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EU Support to Social Protection in Jordan Programme

ENPI/2018/402-607

“Support to CSOs and De-institutionalisation with CSOs” Component

implemented by Expertise France

in partnership with the Ministry of Social Development

Call for Proposals Guidelines

Ref:(03/2021)

Contracting Authority: Expertise France

Launch of the Call for Proposals: 09 August 2021

Deadline for Submission of Applications: 23 September 2021



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NOTICE

This is a one-step call for proposals. Please submit your application together with all necessary information and mandatory documents to allow for administrative & eligibility checks. During the eligibility check, other supporting documents may be requested by Expertise France, the French public agency for the design and implementation of international cooperation projects (referred to hereafter as the Contracting Authority).

Thereafter, applications of eligible applicants will be assessed as per the evaluation grid explained in these guidelines.

Please note that the paper original of the signed 'declaration by the lead applicant' and 'mandate by the co-applicant' (if any) submitted together with the application in electronic version in the first instance will have to be provided to the Contracting Authority by those who have been short-listed.

Awarding will be carried out on the basis of the analysis of the application as further explained in these guidelines.

SUSPENSIVE CLAUSE

The conclusion of grant contracts for actions selected under this Call for Proposals is subject to the approval of extension of the implementation period of the "Support to CSOs and De-institutionalisation with CSOs" Component (Project) by the Donor (the European Union) until 31 March 2023, based on the relevant amended Financing Agreement. The Contracting Authority has the right to cancel the call in the event that the durations of the abovementioned Financing Agreement and Project are not both extended and no legal liabilities can be held against the Contracting Authority due to this cancellation.



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Information sessions will be made available to interested applicants. All relevant information will be published on our Facebook page at: <https://www.facebook.com/SPPJ> and the EGREG Grant Scheme Online Platform at: <https://www.egregsystem.info/socialprotection-jo>. No costs incurred by the applicants for taking part in these sessions are reimbursable.

Interested entities may seek additional information and ask questions by visiting the EGREG Grant Scheme Online Platform at: <https://www.egregsystem.info/socialprotection-jo> where FAQs, answers and other important notices to applicants will be published. It is therefore advisable to consult this website regularly in order to be informed of the material published.



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FOREWORD

The “*Support to Civil Society Organisations (CSOs) and De-institutionalisation with CSOs*” Project implemented by Expertise France comes within the framework of the EU-funded Programme “*Support to Social Protection in Jordan*” launched in partnership with the Ministry of Social Development (MoSD). The overall objective of the Programme is to support social sector reforms and the development of an equitable and inclusive society in Jordan through the improvement and modernisation of the quality and performance of the social protection system. The specific objectives of the Project are:

- to strengthen the capacities and the roles of Civil Society Organisations (CSOs) as actors in the development, service-delivery, monitoring and evaluation of social protection and to support their participation in quality social services for target beneficiaries
- to support the Deinstitutionalisation (De-I) reform for People with Disabilities with CSOs

The aim is also to strengthen the relationship between CSOs and the Ministry of Social Development as well as other Public Authorities and stakeholders in order to enhance the contribution CSOs make to the provision of services to the most vulnerable populations, with greater transparency and quality. In addition, the role of CSOs is essential to draw attention to difficulties, embrace innovation and allow decision-makers to reform and design policies in order to better respond to pending issues and new challenges. Pursuing these objectives and aims will help to reinforce and develop social cohesion.

Implementation of the Project commenced in 2019, before the Covid-19 pandemic started. The onset of the pandemic has increased the importance and the urgency of building on civil society’s contribution to social protection.

The Project will pay special attention to supporting local grassroots CSOs, alongside large, formal and professionalised organisations, encouraging new partnerships. Such partnerships will improve sustainability and contribute to a fairer conception of society vis-à-vis target groups, also ensuring that, in the field, local priorities are addressed while national strategies are successfully implemented.

As part of this Project, a Grant Scheme supports the Ministry of Social Development (MoSD) in fulfilling its mandate and the implementation of the National Social Protection Strategy. In line with the Project objectives, the Grant Scheme contributes to reinforcing the relationship that the Ministry and other Public Institutions have with CSOs by providing a comprehensive tool to consolidate a new approach with a focus on:



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- promoting a culture of partnership among CSOs, including Community Based Organisations (CBOs) and other not-for-profit organisations, as well as a culture of partnership between Public Authorities and CSOs, to develop new models of service delivery and inclusion of vulnerable people
- building on examples of good practice
- developing innovative and cooperative practice
- improving monitoring and evaluation and increasing the sustainability of services and activities.

There have been two previous Calls for Proposals within this Project. The first Call was a pilot in Karak Governorate, selected because its size, its variety and its CSO sector made it a good test bed. The second Call applied lessons learned in a larger pilot covering a variety of social and geographical situations across Karak, Jerash and six administrative divisions of Amman (Amman Qasabah, Marka, Al-Quwaismeh, Al-Jeezeh, Muwaqqar, Sahab).

As a result, by enhancing the role of CSOs¹, especially CBOs, in partnership with MoSD, social protection services are to be delivered in a more inclusive and innovative manner.

The current Call for Proposals is in some senses a roll-out across the Kingdom of the approach taken in the first two. But given the dramatic change in circumstances it also takes the opportunity to boost the contribution of CSOs to handling the impact of Covid-19 and of crises more generally, providing support for vulnerable people in a challenging context. There are clearly lessons to be learned from this situation for the CSO sector and its relationship with MoSD, both in connection with the continuing pandemic and for better preparedness for future crises.

Interested CSOs can be located anywhere in Jordan, reaching the rural and urban (especially deprived) areas. Projects which are implemented in more than one Governorate are welcome.

¹ For the precise definition of eligible entities, please refer to section 2.1 of these Guidelines



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1. CALL FOR PROPOSALS: SOCIAL RESPONSE TO THE COVID-19 RELATED CRISIS – SUPPORT TO SOCIAL PROTECTION THROUGH THE CONTRIBUTION OF CSOs

1.1 BACKGROUND FOR THIRD CALL FOR PROPOSALS

The pattern of the pandemic in Jordan means that in the first months, the primary impacts of Covid-19 were loss of occupation, income and contact because of lockdown, compounded since then by additional isolation and burdens of care for the people infected and their families, as well as knock-on effects for those with other health issues.

These impacts have increased the numbers of people regarded as vulnerable. A study by UNICEF² found a significant impact on those with other health conditions including treatment routines. Another study by UN Women³ found that 24% of women could not access healthcare facilities and 34% could not access medicines because of transport and financial issues.

The Covid-19 related crisis has also exacerbated other key factors and symptoms of vulnerability such as unemployment, poverty, domestic violence, disability, discrimination both societal and personal.

Unemployment in Jordan was, at the beginning of 2020, 19.3% of economically active Jordanians⁴. The rate for men was 18.1% and for women was 24.3%. The rate and male/female balance varied across the country, from 17.5% in the South, 18.1% in the North to 20.3% in the Centre, female unemployment reaching 30% in the South, 26.4% in the North and 21.7% in the Centre. The unemployment rate at the end of 2020 was 24.7%, or 22.6% for men and 32.3% for women, indicating that unemployment increased by about a quarter overall due to Covid-19 lockdown measures and inability to work through infection or contact with infection, and by about a third for women.

In addition to the increase in unemployment, a large proportion of workers saw their income reduced. ILO studies⁵ found that by the end of the March/April 2020 lockdown, 42% of enterprises could only continue paying the same salaries for less than a month, and a further

² Jordan's National Social Protection Response During Covid-19; policy paper, UNICEF, August 2020

³ Rapid Assessment of the Impact of Covid-19 on Vulnerable Women in Jordan; In Focus series, UN Women, April 2020

⁴ All statistics from Department of Statistics unless otherwise mentioned

⁵ Impact of Covid-19 on Workers in Jordan - A Rapid Assessment; summary, *and* Impact of the COVID-19 pandemic on enterprises in Jordan report, *both* International Labour Organisation, April 2020



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42% for less than 3 months, while household incomes decreased for 90% of vulnerable workers. A local survey⁶ found that 59% of CSO beneficiaries in Jerash lost their jobs, 75% lost their jobs or saw a cut in salary or hours.

The conclusion of the UNICEF report on Jordan's National Social Protection Response during Covid-19 was that Jordan has responded well to the Covid-19 crisis, with successes in different areas of the social protection system but that some challenges remain which will require ongoing attention, given the prolonged nature of the crises⁷. The impact of Covid-19 on poverty is also shown by a number of studies. For example 52% of women surveyed by UN Women reported that they did not have enough money to maintain food supplies sufficient for more than two days, and 84% had used up savings to meet basic needs in the crisis⁸.

In general, women and girls have been particularly affected. The Solidarity is Global Institute (SIGI) has studied the impact of the Covid-19 pandemic from a gender perspective and has released a fact sheet titled "A year into the Corona pandemic in Jordan", showcasing the negative effects of the pandemic on women and girls. One of the most important findings is "the extra burdens incurred by women and girls that go unacknowledged, such as taking care of the house and children from cleaning to teaching to cooking, all unpaid and without the assistance of anyone".

Lockdown has also meant that, in Jordan and across the world, victims and potential victims spend more time in close proximity to their domestic abusers in conditions of greater stress and have less scope to evade them or contact help. UN Women⁹ found that 62% of women thought they were at greater risk of psychological or physical violence because of greater household tensions or food insecurity arising from Covid-19. MoSD is seeking to address these issues as a priority, by supporting victims and by developing approaches to reduce and prevent gender-based violence.

The effects of the pandemic are taking a devastating toll on youth as well: access to education has become more challenging (being asked to work remotely through digital tools) and for those who are now trying to enter the workforce, it is increasingly difficult to find decent employment. There is a growing consensus around the fact that harnessing the talent and enhancing the skills of young people is key to re-building a better post-Covid world.

⁶ Needs and resources assessment and CSO mapping in Jerash and Amman pilot areas, Phenix Center for Economics and Informatics Studies – Preliminary findings November 2020

⁷ UNICEF op.cit.

⁸ UN Women Covid op.cit.

⁹ UN Women Covid op.cit.



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In this context, the Government recognises that CSOs have played a crucial role in supporting the most vulnerable, though some have encountered many difficulties in doing so. For example, a study¹⁰ of needs and resources and a mapping exercise carried out using a combination of online methodologies, focus groups for the Jerash and Amman Project pilot areas, desk studies, and information from other sources showed that:

- around four fifths of beneficiaries received their support from a CSO:
 - about a quarter of beneficiaries received services directly related to Covid-19
 - around half received material assistance, followed by training, support for women and youth issues and a variety of other types of support
 - 50% to 70% of CSOs successfully moved their services online, but three quarters of beneficiaries were unable to access online services
- around one fifth received support from international NGOs, from MoSD and from private sources, mainly for training, cash assistance, youth-specific initiatives

Respondents felt that:

- CSOs' resources reduced substantially;
- CSOs' ability to act was severely hampered by internal restrictions on movement while they were in force;
- reduction or loss of access to employment, education and health services were fundamental impacts.

1.2 OBJECTIVES OF THE THIRD CALL FOR PROPOSALS AND PRIORITY ISSUES

Against this background, the main theme of this third Call for Proposals is “Social Response to the Covid-19 related crisis”. The Call seeks to fund projects aiming to mitigate the social impact of Covid-19, present relevant recovery mechanisms, contribute to the implementation of the National Social Protection Strategy as well as help MoSD fulfil its mandate and improve the capacity of vulnerable people as well as the capacity of the CSOs that support them to be resilient to this and future crises.

¹⁰ Phenix op. cit.
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It is also a fundamental objective of the Project to bring about lasting, positive change in the way in which government and CSOs work in partnership to support social protection and social cohesion in Jordan.

With these various objectives in mind, the following features will enhance the merits of a proposal and its chances of being selected for funding:

- promoting a culture of partnership among CSOs including CBOs and other not-for-profit organisations, as well as a culture of partnership between Public Authorities and CSOs, to develop new models of service delivery;
- building on examples of good practice;
- developing innovative and cooperative practices;
- improving monitoring and evaluation and increasing sustainability of services and activities.

The following elements will be considered as added-value for the actions when assessing the proposals (this is not an exhaustive list and innovative suggestions are welcome):

- building on previous experiences, including extension of activities and/or additional dissemination;
- creating new forms of local partnership in order to better respond to needs in the field of social cohesion and social inclusion;
- community based organisations are strongly encouraged to apply to respond to their local community needs;
- improving interaction and dialogue between project developers and local/national authorities in order to contribute to future policy and the design of actions;
- setting up organisational models involving beneficiaries and other stakeholders;
- gradually adapting the quality of services and infrastructure to requirements in terms of equity, access, satisfaction and well-being of beneficiaries;



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- supporting home care-givers / family carers who provide care to their relatives by enabling them to access quality services, sport, culture, and leisure;
- increasing the autonomy and self-confidence of people with disabilities;
- involving young people in cross-cutting and collaborative activities leading to new jobs, sport and cultural opportunities, including in social enterprises;
- improving the quality of goods produced by women by introducing design techniques and cooperative forms of access to marketing, for instance using digital techniques;
- empowering women in shelter houses socially and financially, building their skills and coordinating with MoSD or other partners regarding access to funds to start their own businesses, possibly with small loans or individual grants;
- recognising and integrating the knowledge of vulnerable people in designing solutions and elaborating suggestions for improving actions and policies;
- supporting advocacy in social protection;
- improving existing public infrastructure for children, including children with disabilities;
- enlarging access to and multi-functional use of existing infrastructure for social, sport or cultural activities, thus building social cohesion;
- involving citizens, especially youth, to improve the quality of public spaces and the overall image of the area;
- enhancing and using traditional or neglected skills, know-how and cultural resources;
- supporting small businesses, social enterprise (involving youth, women and vulnerable groups);
- improving the links between rural and urban areas, reducing the negative impact of distance;
- providing innovative childcare solutions;
- contributing to data collection and improvement in social policy design.



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1.3 FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY (EXPERTISE FRANCE)

The initial overall funding for this specific component of the Project is around EUR 4,000,000. Within this **third** Call for Proposals, a maximum of **75** Actions could be awarded which will be funded with a maximum total amount of **EUR 3,000,000**.

The Contracting Authority reserves the right not to award all available funds.

➤ **Size of grants**

Any grant requested under this call for proposals must fall between the following minimum and maximum amounts:

- minimum amount: EUR 25,000
- maximum amount: EUR 40,000

Any grant requested under this call for proposals must fall between the following minimum and maximum percentages of total eligible costs of the action:

- Minimum percentage: 60% of the total eligible costs of the action.
- Maximum percentage: 95% of the total eligible costs of the action (see also Section 2.1.5).

The balance (i.e. the difference between the total cost of the action and the amount requested from the Contracting Authority) must be financed from sources other than the general budget of the European Union or the European Development Fund.



2. RULES FOR THIS CALL OF PROPOSALS

These guidelines set out the rules for the submission, selection and implementation of the actions financed under this call.

2.1 ELIGIBILITY CRITERIA

There are three sets of eligibility criteria, relating to:

(1) the actors:

- the 'lead applicant', i.e. the entity submitting the application form (2.1.1);
- its co-applicant(s) if any,

(2) the actions:

- actions for which a grant may be awarded (2.1.2);

(3) the costs:

- types of cost that may be taken into account in setting the amount of the grant (2.1.3).

2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s) if any)

The EU considers Civil Society Organisations (CSOs) to be independent actors, organised on a not-for-profit and voluntary basis, and active in different fields, such as poverty reduction, emergency aid, human rights, environment etc. In contrast to Local Authorities (LAs), CSOs are completely independent of the State.¹¹

➤ Lead applicant

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

- be a **Jordanian legal entity**; and
- be a **Society** registered in compliance with the Jordanian law on Societies, or be a **not-for-profit company** registered in compliance with the Jordanian Companies law, or be an organisation which is not-for-profit, and was established to pursue objectives

¹¹ https://ec.europa.eu/international-partnerships/our-partners/civil-society_en#header-1264



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of general / public interest (as per the statutes, articles of association or the legislation through which the organisation was established); and

- be legally registered for a **minimum of 2 years** at the application submission date; and
- **be directly responsible** for the preparation and management of the action with the co-applicant(s) (if any) and not be acting as an intermediary; and
- **the area of operations should be in Jordan.**

As a result, this call will not target the following: universities, colleges, schools, municipalities, semi-governmental institutions, political parties, religious and/or tribal societies.

Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in Section 2.6.10.1 of the Practical Guide (PRAG)¹²:

Lead applicants, co-applicants, and, in case of legal entities, persons who have powers of representation, decision-making or control over a lead applicant or co-applicant are informed that, should they be in one of the situations of early detection or exclusion according to Section 2.6.10.1 of the PRAG, personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system by the Contracting Authority, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

In Section 4 of the grant application form (“declaration(s) by the lead applicant”), the lead applicant must declare that neither the lead applicant nor the co-applicant(s) are in any of these situations.

The lead applicant must act with the co-applicant(s) as specified hereafter (where relevant):

If awarded the grant contract, the lead applicant will become the *beneficiary* identified as the *coordinator* in the Special Conditions. The coordinator is the main interlocutor of the Contracting Authority. It represents and acts on behalf of any other co-beneficiary and coordinates the design and implementation of the action.

¹² <http://ec.europa.eu/europeaid/prag/>



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➤ Co-applicant(s)

Having a co-applicant(s) under this call is not mandatory, but is considered an asset when the application is evaluated (please see section 3 of these guidelines – evaluation grid).

The role of a co-applicant should not be limited to the provision of local logistics¹³.

Co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant.

- Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant itself **except for** the criterion “be legally registered for a minimum of 2 years at the application submission date”. **Co-applicants must be legally registered for a minimum of 1 year at the application submission date;**
- Co-applicants must sign the **mandate** in Section 4 of the grant application form.

If awarded the grant contract, the co-applicant(s) will become beneficiary(ies) in the action (together with the coordinator).

Applicants included in the lists of EU restrictive measures (see Section 2.4. of the practical guide (PRAG)) at the moment of the award decision cannot be awarded the contract¹⁴.

¹³ For the precise definition of eligible entities, please refer to section 2.1 of these Guidelines

¹⁴ The updated lists of sanctions are available at www.sanctionsmap.eu.

Please note that the sanctions map is an IT tool for identifying the sanctions regimes. The source of the sanctions stems from legal acts published in the Official Journal (OJ). In case of discrepancy between the published legal acts and the updates on the website it is the OJ version that prevails.

2.1.2 Eligible actions: actions for which an application may be made

➤ Definition

An action is composed of a set of activities.

➤ Duration

The **initial** planned duration of an action may not be less than 6 months nor exceed 10 months. Longer duration may be accepted where the case is justified providing implementation ends at the latest by 31 December 2022.

➤ Theme

The main theme of this Call for Proposals is “**Social Response to the Covid-19 related crisis**”. This third Call for Proposals seeks to fund projects aiming to mitigate the social impact of Covid-19, present relevant recovery mechanisms, contribute to the implementation of the National Social Protection Strategy as well as help MoSD fulfil its mandate and improve the capacity of vulnerable people as well as the capacity of the CSOs that support them to be resilient to this and future crises.

Please refer to Section 1.2 for more details regarding the objectives of this Call for Proposals.

➤ Location

This is a national Call for Proposals. Actions must take place in Jordan.

➤ Types of action

Types of action which may be financed under this call:

- only activities that fall under the theme described in these guidelines, contributing to the reinforcement of social cohesion are eligible for funding under this Call for Proposals;
- projects should be self-contained operations indicating a coherent set of activities with clearly defined operational objectives, target groups and planned, tangible outcomes, within a limited timeframe;
- activities should be designed to meet the specific needs of the target groups;



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- actions promoting complementarity, developing synergies and avoiding duplication with other interventions (governmental or donor funded) already in place in the same area will be encouraged;
- actions that build on previous successful initiatives will be encouraged;
- actions should include provision as regards sustainability and should respond to the community's needs and, whenever possible, include innovation and creativity in responding to these needs;
- applicants should be willing to promote common values, encouraging community volunteering within their proposals;
- actions should be defined according to the rights-based approach as well as gender equality and disability mainstreaming;
- actions could include strengthening of CSOs' capacity, including evidence-based advocacy, policy dialogue and engagement, negotiation and communication skills, coordination and networking.

During the information sessions, additional ideas related to project actions will be provided. Such examples will be made available on the platform, as a non-exhaustive list of ideas.

➤ **The following types of action are ineligible:**

- actions concerned only with individual sponsorships for participation in workshops, seminars, conferences and congresses;
- actions concerned only or mainly with individual scholarships for studies or training courses;
- actions providing financial support to third parties (as detailed below);
- actions that comprise the purchase and use of equipment or materials that is not subsidiary to a service provision or activity that is the primary purpose of an eligible project.
- actions consisting fully and exclusively of the organisation of conferences and/or seminars. These can only be funded if they form part of a wider range of activities to be implemented in the life-time of the action;



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- actions supporting political parties, groups, and movements;
- general operations of organisations.

➤ **Financial support to third parties**

Applicants may not propose financial support to third parties. **Thus, no sub-granting is allowed under this Call for Proposals;** (with the exception of special needs support to participants in activities as indicated below in the eligible costs section).

➤ **Visibility**

Applicants must take all necessary steps to publicise the fact that the European Union has financed the action. As far as possible, actions that are wholly or partially funded by the European Union must incorporate information and communication activities designed to raise the awareness of specific or general audiences of the reasons for the action and the EU support for the action in the country or region concerned, as well as the results and the impact of this support.

Applicants must comply with the objectives and priorities and guarantee the visibility of the EU financing as indicated in the Communication and Visibility Manual for EU external actions specified and published by the European Commission at:

http://ec.europa.eu/europeaid/funding/communication-and-visibility-manual-eu-external-actions_en.

Applicants must use the logos of the EU Support to Social Protection Programme with the MoSD and EU logos, as well as the Expertise France logo; specific information will be provided to the lead applicant during contract finalisation and during implementation.

➤ **Number of applications and grants per applicants:**

- the lead applicant may not submit more than one application under this call for proposals;
- the lead applicant may not be awarded more than one grant under this Project (ENPI/2018/402-607);



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- the lead applicant may not be a co-applicant in another application under this call for proposals at the same time;
- a co-applicant may not be the co-applicant in more than one application under this call for proposals;
- a co-applicant may not be awarded more than one grant under this Project (ENPI/2018/402-607);
- up to 20% of the selected projects may be led by eligible organisations which are not registered in compliance with the Jordanian law on Societies (depending on the amount and quality of the submitted proposals, the Grant Technical Committee may recommend to increase this percentage or lift this cap to the Grant Steering Committee).

2.1.3 Eligibility of costs: costs that can be included

Only 'eligible costs' related to operational costs can be covered by a grant. The budget for the approved proposal is on a "real cost" basis, both a forecast unit cost and pre-defined standard scales, all to be justified by supporting documents during the implementation period of the project.

All expenditure when included in the budget as operational costs, must be justified with receipts, invoices and/or quotes in the name of the beneficiary(ies) and stating the subject, confirmation of payment and specific links to the related project implementation.

At contracting stage, provisionally selected applicants will be provided by the Contracting Authority with a list of supporting documents that will be requested from all project implementers to justify expenditure. The Contracting Authority will decide whether to accept the proposed amounts or rates on the basis of the provisional budget submitted by the applicants, by analysing factual data from other grant-funded actions carried out previously by the applicants (submitted by the applicants to the Contracting Authority) or from similar actions.

Recommendations to award a grant are always subject to the condition that the checks preceding the signing of the grant contract do not reveal problems requiring changes to the budget (such as arithmetical errors, inaccuracies, unrealistic costs and ineligible costs). The checks may give rise to requests for clarification and may lead the Contracting Authority to impose modifications or reductions to address such mistakes or inaccuracies. It is not possible to increase the grant size.

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



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The budget is designed on the basis of direct and indirect costs as explained below.

The categories of costs that are eligible and non-eligible are indicated below.

➤ **Eligible direct costs**

To be eligible (and funded) under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract.

All direct costs presented in the budget are on a “real cost” basis, meaning that all expenses are to be justified by supporting documents.

Under the direct costs there are:

- pre-defined standard scales, and
- forecasted costs

covering the following budget categories: human resources/management/staff; direct costs related to other reimbursables and activities (such as: travel, per diem, special needs support); costs for supplies and services; and a mandatory budget heading on capacity building activities.

In all cases, the unit price must not exceed the overall ceiling or the pre-defined standard scales of the unit cost.

Within the forecast cost option, expenses may be presented on the basis of unit cost(s) and/or lump sums:

- **unit costs:** covering all or certain specific categories of eligible costs which are clearly identified in advance by reference to an amount per unit.
- **lump sums:** covering in global terms all or certain specific categories of eligible costs which are clearly identified in advance.

The costing option used will depend on the specific budget line but in certain cases more than one of the suggested options could be relevant and can be applied if duly justified.

1. Human Resources/Staff/Management and Coordination costs:

In this category, the applicant can choose between unit cost and/or lump sum.



The maximum all-inclusive amount payable to the Lead Applicant towards their **human resources/staff/management and coordination costs** for the implementation of the Action is a maximum of €1,000 per month. The amount funded will be that shown in the invoices.

Where **additional human resource support** is related to **co-applicant(s) activities (if any)**, a maximum all-inclusive monthly lump sum of €600 can be applied if justified with the necessary clarifications per co-applicant. Justification should also include the duration of these human resource needs.

Where **additional human resource support** is related to **volunteers**, a maximum all-inclusive monthly lump sum of €300 can be applied if justified with the necessary clarifications. Justification should also include the duration of volunteers' activities.

Justifications for additional human resource support related to co-applicant(s) (if any) or volunteers should show the % of time allocated to the project (full time, 30%, 50%, etc), related time sheets, payrolls etc.

2. Direct Costs related to other reimbursables and activities:

In this category, the Contracting Authority sets pre-defined standard scales.

With the envisaged nature of activities within Actions, the maximum costs per item below can be applied:

- **Per diem** in case of overnight stay for project activity away from the place of residence, and where justified:

€120 in Amman Governorate; meaning a person from another of Jordan's Governorates attending an activity in Amman Governorate that entails an overnight stay receives €120 per night stayed (this is in case coffee break/lunch is not provided by the Contracting Authority. If it is provided by the Contracting Authority, then the per diem would become €99 per person);

€100 in all other Jordan Governorates than Amman; meaning a person from any of Jordan's Governorates attending an activity that entails an overnight stay receives €100 per night stayed (this is in case coffee break/lunch is not provided by the Contracting Authority. If it is provided by the Contracting Authority, then the per diem would become €82 per person).



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For facilitation of **travel** of participants, the following lump sum rates for travel can be applied, according to the total distance of the round trip within the Kingdom:

€5 for round trip - provided distance is between 1 and 10km;

€10 for round trip - provided distance is between 10 and 20km;

€20 for round trip - provided distance is between 20 and 50 km;

€50 for round trip - provided distance is between 50km and 150 km;

€75 for round trip - provided distance is above 150 km.

- **Training Materials** including stationery, papers, etc are eligible at a fixed rate of €15 per participant per day of activity;
- Where **special needs support** is required for a person attending an activity a €20 lump sum per participant needing such support per day of activity is applicable.

3. External Support Expertise:

In this budget category, the applicant should use the unit cost basis.

Where an Action requires the provision of **External Support Expertise** (e.g Trainer), the maximum all-inclusive rate of €200 per day of service delivery of that expertise must be respected in all cases.

4. Supplies and Services

In the following budget lines, where relevant for the implementation of Action activities, the applicant can choose between unit cost option or lump sum basis. In certain cases, pre-defined scales apply (as clarified below):



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- **Venue rental for activity(ies)**
- **Specific additional costs for event organisation** if suitably justified for the implementation of the Action;
- **Office IT Equipment** up to maximum of €1500 and if suitably justified for the implementation of the Action;
- **Any other equipment considered necessary for training, specific activities**, etc, and only if suitably justified for the implementation of the Action; with necessary procurement procedures being applied;
- **Catering:** where coffee and lunch are provided, a fixed rate of €15 per participant per day of activity; where only coffee break is provided, a rate of €5 per participant per day of activity.

5. Special mandatory category: Costs for participation in Contracting Authority's Capacity Building Programmes and meetings

Please note that a mandatory budget line for at least €2100 and a maximum of €2500 is required to cover **Participation in the Contracting Authority's Capacity Building Programme; Cluster and Networking Meetings; in Regional Meetings; Local Meetings** which will cover the following items:

- Physical participation in meetings for applicant and co-applicant staff at €100 per participant per activity.
- Same rates as indicated above for travel within and outside Governorate and per diems will apply.

6. Information and Communication

Items indicated under this budget line should conform with the indicated Communication Plan. At least 10% of the amount of direct costs is to be allocated to this budget line.



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➤ **Eligible indirect costs**

The indirect costs incurred in carrying out the action may be eligible for flat-rate funding, but the total must not exceed 7 % of the estimated total eligible direct costs. Indirect costs are eligible provided that they do not include costs assigned to another budget heading in the standard grant contract. The lead applicant may be asked to justify the percentage requested before the grant contract is signed. However, once the flat rate has been fixed in the special conditions of the grant contract, no supporting documents need to be provided.

➤ **Ineligible costs**

The following costs are not eligible:

- debts, loans and interest charges;
- provisions for losses or potential future liabilities;
- costs declared by the beneficiary(ies) and financed by another project or work programme receiving a European Union or other donor grant for same action;
- purchases of land or buildings or offices or cars.
- currency-exchange losses;
- credits to third-parties;
- salary costs of the personnel of national and local administrations.

➤ **Ethics clauses and Code of Conduct**

a) Absence of conflict of interest

The applicant(s) must not be affected by any conflict of interest and must have no equivalent relation in that respect with other applicants or parties involved in the Action. Any attempt by an applicant to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or the contracting authority during the process of examining, clarifying, evaluating and comparing applications will lead to the rejection of its application and may result in administrative penalties according to the Financial Regulation in force.

b) Respect for human rights as well as environmental legislation and core labour standards

The applicant(s) and its staff must comply with human rights. In particular, and in accordance with the applicable act, applicants who have been awarded contracts must comply with the environmental legislation including multilateral environmental agreements, and with the core labour standards as applicable and as defined in the relevant International Labour Organisation conventions (such as the conventions on



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freedom of association and collective bargaining; elimination of forced and compulsory labour; abolition of child labour).

Zero tolerance for sexual exploitation and sexual abuse:

The European Commission applies a policy of 'zero tolerance' in relation to all wrongful conduct which has an impact on the professional credibility of the applicant.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited.

c) Anti-corruption and anti-bribery

The applicant(s) shall comply with all applicable laws and regulations and codes relating to anti-bribery and anti-corruption. The European Commission reserves the right to suspend or cancel project financing if corrupt practices of any kind are discovered at any stage of the award process or during the execution of a contract and if the Contracting Authority fails to take all appropriate measures to remedy the situation. For the purposes of this provision, 'corrupt practices' are the offer of a bribe, gift, gratuity or commission to any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or execution of a contract already concluded with the Contracting Authority.

d) Unusual commercial expenses

Applications will be rejected or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses. Such unusual commercial expenses are commissions not mentioned in the main contract or not stemming from a properly concluded contract referring to the main contract, commissions not paid in return for any actual and legitimate service, commissions remitted to a tax haven, commissions paid to a payee who is not clearly identified or commissions paid to a company which has every appearance of being a front company.

Grant beneficiaries found to have paid unusual commercial expenses on projects funded by the European Union are liable, depending on the seriousness of the facts observed,



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to have their contracts terminated or to be permanently excluded from receiving EU/EDF funds.

e) Breach of obligations, irregularities or fraud

The Contracting Authority reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to breach of obligations, irregularities or fraud. If breach of obligations, irregularities or fraud are discovered after the award of the contract, the Contracting Authority may refrain from concluding the contract.

2.2 HOW TO APPLY AND THE PROCEDURES TO FOLLOW

This is a one-step call for proposals. Please submit your application together with all necessary information and mandatory documents to allow for administrative & eligibility checks. During the eligibility check, other supporting documents may be requested by Expertise France, the French public agency for the design and implementation of international cooperation projects (referred to hereafter as the Contracting Authority).

Thereafter, applications of eligible applicants will be assessed as per the evaluation grid explained in these guidelines.

Please note that the paper original of the signed 'declaration by the lead applicant' and 'mandate by the co-applicant' (if any) submitted together with the application in electronic version in the first instance will have to be provided to the Contracting Authority by those who have been short-listed.

Awarding will be carried out on the basis of the analysis of the application as further explained in these guidelines.

2.2.1 Application content

Applications must be submitted in accordance with the applications instructions in the grant application form available via the Grant Scheme platform:

<https://www.egregsystem.info/socialprotection-jo>

The official language of this programme is **English**; nevertheless, under this Call, applicants may apply in **English and/or Arabic**. The Contracting Authority will be supporting awarded Beneficiaries in having minimal part of the documentation provided with a translation in English. The official version of all contractual documents will be provided by the Contracting Authority in English, accompanied by an Arabic courtesy translation of the key extracts.



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Any error or major discrepancy related to the application instructions may lead to the rejection of the application.

Applicants could be invited to provide clarifications when information submitted in their application is not sufficient to conduct an objective assessment.



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2.2.2 Where and how to submit the application & deadline for submission

Applications must be **submitted electronically (ONLY) via the dedicated Grant Scheme platform** (<https://www.egregsystem.info/socialprotection-jo>) set up by the Contracting Authority (Expertise France) to assist in participating in this Call.

The deadline for the submission of applications is Thursday, 23 September 2021 12:00 noon (Jordan date and time). No modification to the applications is allowed once the deadline for submission has elapsed.

Access to the platform will be restricted to viewing of the submitted application.

To prepare and submit an application, interested applicants are required to register on the Grant Scheme platform (named EGREG). The lead applicant and co-applicant(s) (if any) must all be registered. Registration provides instant access to a dedicated account and is achieved by following the instructions given in the Grant Scheme Platform. Each registrant will automatically receive an identification number for the Grant Scheme Platform.

Lead applicants only will receive an automatic confirmation of receipt upon the online submission of the application. Please be informed that during the preparation and selection phase all notification(s) sent by email from Expertise France to the applicant's indicated person of contact are considered to have legal status.

Please note that only the application form which has to be filled in will be transmitted to the evaluators (and assessors). It is therefore of utmost importance that these documents contain **ALL** the relevant information concerning the action.

No other annexes should be sent, except those that are requested by Expertise France.

No other means of submission are applicable.

Incomplete applications may be rejected.



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NOTICE

Applicants are strongly advised not to wait until the last day to submit its application, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission. The Contracting Authority cannot be held responsible for any delay due to such difficulties.

It is required that all partners, regardless of their role assumed in the project (lead applicant, co-applicant), are registered in the Grant Scheme system prior to submission of the application. Each entity can be registered only once and with one contact person.

The registration will remain available up to 12.00 noon on Tuesday, 21 September 2021; following this time, the registration section will be deactivated.

2.2.3 Further information about applications

Questions requesting clarifications are to be submitted directly via the Questions and Answers section on the Grant Scheme platform, no later than 21 days before the deadline for the submission of applications (Thursday, 2 September 2021).

Replies will be published on the Grant Scheme platform no later than 11 days before the deadline for submission of applications (Sunday, 12 September 2021).

The Contracting Authority has no obligation to provide clarifications in response to questions received after this date (Thursday, 2 September 2021).

The Contracting Authority cannot guarantee replies to questions/requests for clarifications submitted later than the indicated deadline.

To ensure equal treatment of applicants, no individual replies will be given to questions, and the Contracting Authority cannot give a prior opinion on project description, and/or specific activities.

IT Support issues related to the use of the Grant Scheme platform will be addressed by the help desk section of the platform, which will remain available to registered applicants up to 5.00 pm on Wednesday, 22 September 2021.

Please note that the standard response time for the Grant Scheme helpdesk is maximum 2 working days.



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FAQs as well as other important notices to applicants will also be published. It is therefore advisable to consult the Grant Scheme platform <https://www.egregsystem.info/socialprotection-jo> regularly in order to be informed of the questions and answers and other notices published. Questions and answers are provided for clarification purposes and are not intended to constitute a corrigendum to the Call for Proposals or the Application Template.

IT Support issues related to the use of the Grant Scheme platform can be addressed via the help desk section.

Information sessions will be made available to interested applicants. All relevant information will be published on our Facebook page at: <https://www.facebook.com/SSPPJ> and the EGREG Grant Scheme Online Platform at:

<https://www.egregsystem.info/socialprotection-jo>. No costs incurred by the applicants for taking part in these sessions are reimbursable.

Interested entities may seek additional information and ask questions by visiting the EGREG Grant Scheme Online Platform at:

<https://www.egregsystem.info/socialprotection-jo/>, where FAQs, answers and other important notices to applicants will be published. It is therefore advisable to consult this website regularly in order to be informed of the material published.

These questions and answers are provided for clarification purposes and are not intended to constitute a corrigendum to the Call for Proposals or the Application Template.

Please note that in the interest of equal treatment of applicants, no individual replies will be given to questions; the Contracting Authority cannot give a prior opinion on eligibility of lead applicants, co-applicants, partnership composition, an action, project description, and/or specific activities.

Please be informed that during the preparation and selection phase all notification(s) sent by email from Expertise France to the Applicant's indicated person of contact are considered to have legal status.



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3. EVALUATION AND SELECTION OF APPLICATIONS

Applications will be examined and evaluated by the Contracting Authority with the possible assistance of external assessors. All applications will be assessed according to the following steps and criteria.

If the examination of the application reveals that the proposed action does not meet the eligibility criteria stated in Section 2.1, the application will be rejected on this sole basis.

A Grant Technical Committee followed by a Grant Steering Committee, will be supporting the Contracting Authority in the decision establishing the short-list of invited applicants for the second step and finally for the awarding of Grant Contracts. In the whole evaluation and selection process, a European Union Delegation representative will act as an observer.

All applicants (including co applicants if any) shall fill in and sign the declaration on honour certifying that they are not in one of the exclusion situations (see Section 2.6.10.1 of the practical guide - PRAG). In Section 4 of the grant application form (“declaration(s) by the lead applicant”), the lead applicant must declare that neither the lead applicant nor the co-applicant(s) are in any of these situations.

STEP 1: OPENING, ADMINISTRATIVE CHECKS, VERIFICATION OF ELIGIBILITY

During this step, the following will be assessed:

- The administrative check to confirm that:
 - the duration of the action is within the required limits
 - the requested contribution is between the minimum and maximum allowed
 - the grant rate is within the indicated limits
 - the declaration by the lead applicant has been filled in, signed and uploaded; the mandate by the co-applicant(s) (if any) has been filled in, signed and uploaded.
- The eligibility of the applicant (and co-applicant(s) if any) will be verified according to the criteria set out in Sections 2.1.1, 2.1.2 and 2.1.3.

Please submit your organisation’s registration certificate with your application on the platform.

If any of the requested information is missing or is incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.



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The applications that pass this check will be evaluated on the relevance, quality of content and activities, and quality of the partnership of the proposed action.



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STEP 2: APPLICATION EVALUATION

The evaluation will be done on the basis of the following evaluation grid:

Evaluation grid

Criterion	Max points
<p>1. Relevance</p> <p>This criterion evaluates how the project proposes to implement the selected priority theme specified in section 2.1.2 of these Guidelines and contributes to the objectives referred to in section 1.2 of these Guidelines. The evaluation will take account of the 'added value' elements of the project including those listed in section 1.2 of these Guidelines, together with other innovative elements proposed.</p> <p>Assessment against this criterion will consider in particular, but not exclusively, the expected contribution to:</p> <ul style="list-style-type: none"> - handling the impact of the Covid-19 pandemic by finding ways of keeping services operating and accessible to the community generally and the target group specifically or helping people cope with the impact of a crisis by changing and expanding services and/or client groups, bearing in mind that crises increase vulnerability and bring more people into the vulnerable category; - actions to be implemented in deprived areas will receive extra points; - the reinforcement or the creation of local partnerships to improve social cohesion (in the sense of improving the well-being and quality of life of everyone), also possibly setting-up organisational models involving end beneficiaries and other stakeholders; - how to adapt and improve social services, with a particular emphasis on deprived areas, with the active participation of vulnerable people and family carers; - supporting disadvantaged people in overcoming barriers; - improving the links between rural and urban areas, reducing the negative impact of distance; - enhancing and using forgotten skills, know-how and cultural resources while also using and facilitating access to digital, design and other technical resources; - the effort to raise the value of small businesses and social enterprise, (involving young people, women and vulnerable groups); 	<p>30</p>

<p>- collecting data, contributing to research and reaching a better understanding of the impact of social intervention and policies on beneficiaries.</p>	
<p>2. Quality of the content, methods and activities</p> <p>This criterion evaluates the practical implementation of the proposal, considering how to improve on previous experiences, including the presentation of general and specific objectives, how they relate to the proposed methodology, activities and results.</p> <p>Assessment against this criterion will consider in particular, but not exclusively, the expected contribution to:</p> <ul style="list-style-type: none"> - responding and coping with Covid-19 challenges; - improving dialogue and cooperation in the relationship with local/national authorities in order to help gradually enhance the quality of services in terms of equity, access, satisfaction and well-being of beneficiaries, especially in deprived areas; - addressing local needs and finding innovative and creative solutions; - improving the quality, accessibility and multi-functionality of public spaces, (also encouraging community volunteers), and the overall image and environmental standard of the area; - sustainability of the action; - improving the involvement of young people in cross-cutting activities, leading to innovation, to the creation of small businesses, social enterprise; - increasing the autonomy of people with disabilities and of vulnerable people in general, fostering their integration and addressing stigmatisation, also supporting family carers; - improving the quality of goods and services produced by the target groups by introducing them to design and other techniques, fostering cooperative solutions and access to the market. 	<p>35</p>
<p>3. Capacity assessment and quality of partnerships</p> <p>Based on the technical and financial capacities and expertise of the applicants described in the application, this criterion assesses the experience and capacity of applicants to carry out the proposed Action.</p> <p>The Contracting Authority welcomes partnerships with relevant stakeholders (as distinct from co-applicants or external service providers). Evaluation will give</p>	<p>10</p>



<p>added value where stakeholder partnerships provide directly the necessary knowledge and capacity to implement the activity with less involvement of external expertise. However, the project may include buying in specific expertise (for instance in order to facilitate the involvement of beneficiaries, contributions to the improvement of public policies, capacity building of staff and volunteers etc...)</p> <p>Innovative ideas and/or references to good practices are encouraged, so are indications on how partnerships could continue in some form after the end of the contract implementation period.</p>	
<p>4. Proposals with co-applicants(s) (if relevant)</p> <p>If a lead applicant applies with one or more co-applicant(s), additional points will be granted to their submitted proposal, taking into account the relevance of the partnership to the action as well as the extent to which the structure, the complementarity, the mutual support and the proposed management of the partnership will ensure effective implementation. Community based organisations are encouraged to apply as lead applicants with other civil society organisations as co-applicants.</p> <p>Where the lead applicant's area of operations is not within the action's implementation area, extra points will be given, if the area of operations of at least one of the co-applicants (specified in the statutes/articles of association/legislation through which the organisation was established) is the same as the area/governorate in which the action is to be implemented.</p>	<p>5</p>
<p>5. Communication and dissemination</p> <p>This criterion evaluates the project's approach in terms of communication and potential dissemination of methods, processes and results. The aim is to maximise the impact and ownership of the project results at local, regional, national levels, so this impact goes beyond the project's lifetime.</p>	<p>10</p>
<p>6. Appropriateness of the budget</p> <p>This criterion evaluates the financial feasibility and consistency of the project in relation to the objectives, activities and expected results, analysing the coherence of its overall planned activities and related estimated costs, ensuring</p>	<p>10</p>



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that expected results are appropriately estimated and reflected in a cost-effective budget.	
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In order to be considered for funding, proposals must score a **minimum quality threshold of 75/100 points and a minimum score of 50% is required for each criterion (the 50% rule does not apply to criterion 4).**

Provisional selection

After the evaluation, a table will be drawn up listing the applications ranked according to their score. The highest scoring applications will be provisionally selected until the available budget for this call for proposals is reached. In addition, a reserve list will be drawn up following the same criteria. This list will be used if more funds become available during the validity period of the reserve list.

Any rejected or withdrawn application will be replaced by the next best placed application on the reserve list that falls within the available budget for this Call for Proposals.

Unsuccessful applicants will be informed and provided with indications about the reasons for rejection.



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STEP 3: Submission of supporting documents for provisionally selected applications

Lead applicants whose application has been provisionally selected or placed on the reserve list will be informed in writing by the Contracting Authority.

The eligibility verification will be performed on the basis of the supporting documents requested by the Contracting Authority.

The following documents will be requested in order to allow the Contracting Authority to verify the eligibility of the lead applicant (and of the co-applicant(s) if any), depending on the Contracting Authority's risk assessment and after verification that the applicant and/or co-applicant(s) are not included in the early detection and exclusion system of the European Commission:

1. The applicable registration based on the type of entity of the lead applicant (and co-applicant(s) if any) in Arabic.
2. The statutes, "articles of association" or legislation through which the organisation was established (organisation's date and number of registration, objectives, area of operations, founders, partners and authorised signatories) of the lead applicant (and of each co-applicant, if any) with partial translation in English (if available) and full set of document(s) in Arabic.
3. Legal entity sheet (provided in the annexes part of the EGREG Grant platform) duly completed and signed by each of the applicants (i.e. by the lead applicant and by each co-applicant – if any), accompanied by the justifying documents requested there.
4. A financial identification form of the lead applicant (not from co-applicant(s)) conforming to the template provided in the annexes part of the EGREG Grant platform, certified by the bank to which the payments will be made. This bank should be located in Jordan and a separate sub-bank account for the grant should be created.

Documents must be supplied in the form of originals, or as photocopies or scanned versions (showing legible stamps, signatures and dates) of the said originals.

Any missing supporting document or any incoherence between information submitted by the lead applicant (and co-applicant if any) on the platform and the supporting documents may lead to the rejection of the application on that sole basis.

If the abovementioned supporting documents are not provided before the deadline indicated in the request for supporting documents sent to the lead applicant by the Contracting Authority, the application may be rejected.



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4. NOTIFICATION OF THE CONTRACTING AUTHORITY'S DECISION

4.1 CONTENT OF THE DECISION

The lead applicant will be informed in writing of the Contracting Authority's decision concerning their application and, if rejected, the reasons for the negative decision.

The letter addressed to the qualified CSOs will not give a right to the grant. CSOs will not acquire that right until:

- the grant contract between them and the Contracting Authority has been signed, and;
- the CSO has applied and received the foreign funding approval.

The CSOs rights will depend upon the terms of the signed contract.

An applicant believing that it has been harmed by an error or irregularity during the award process may lodge a complaint to the following email: daj@expertisefrance.fr

See further Section 2.12.1 of the practical guide (PRAG).

Applicants and, if they are legal entities, persons who have powers of representation, decision-making or control over them, are informed that, should they be in one of the situations of early detection or exclusion, their personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

For more information, you may consult the privacy statement available on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm



4.2 INDICATIVE TIMETABLE

	DATE	JORDANIAN TIME
1. Information sessions	Please see p.3	
2. Deadline for requesting any clarifications from the Contracting Authority	02 September 2021	
3. Last date on which clarifications are issued by the Contracting Authority	12 September 2021	
4. Deadline for submission of applications	23 September 2021	12:00 noon
5. Information to lead applicants on opening, administrative checks and verification of eligibility		
6. Notification of award	December 2021	
7. Contract signature	December 2021/January 2022	

This indicative timetable refers to provisional dates (except for dates 2, 3, and 4) and may be updated by the Contracting Authority during the procedure. In such cases, the updated timetable will be published on the Grant Scheme platform.

4.3 CONDITIONS FOR IMPLEMENTATION AFTER THE CONTRACTING AUTHORITY'S DECISION TO AWARD A GRANT

Following the decision to award a grant, the beneficiary(ies) will be offered a contract based on the standard grant contract. By signing the application form, the applicants agree, if awarded a grant, to accept the contractual conditions of the standard grant contract available on the platform.



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4.4 DATA PROTECTION

Processing an application to this Call for Proposals involves the recording and processing of personal data (such as names, contact details, etc.). These data will be processed solely for the purposes of the management and monitoring of the Grant Scheme and of the contract by the data controller without prejudice to possible transmission to the bodies in charge of monitoring or inspection tasks in application of EU law.

In addition, as the contract relates to an external action in Partner Countries outside the EU and Expertise France is acting as Contracting Authority, transmission of personal data may occur to the MoSD, solely for the purpose of complying with its obligations under the applicable legislative framework and under the financing agreement concluded between the EU and Jordan with regard to this Grant Scheme Programme.