

**Call for proposals IX-2009/02 — Grants to political foundations at European level**

(2008/C 165/06)

**1. OBJECTIVES****1.1. Background**

Article 191 of the Treaty establishing the European Community says that the political parties at European level are an important factor for integration within the Union. They contribute to forming a European awareness and expressing the political will of the citizens of the Union. In this context, Regulation (EC) No 2004/2003 of the European Parliament and of the Council of 4 November 2003 <sup>(1)</sup> lays down the regulations governing political parties at European level and the rules regarding their funding. The revision of the Regulation recognised the role of political foundations at European level, which, as organisations affiliated to political parties at European level, 'may through their activities support and underpin the objectives of the latter notably in terms of contributing to the debate on European public policy issues and on European integration, including by acting as catalysts for new ideas, analysis and policy options'. The Regulation provides, in particular, for an annual operating grant from the European Parliament, to political foundations which apply and which satisfy the conditions laid down in the Regulation.

**1.2. Objective of the call**

Under Article 2 of the Decision of the Bureau of the European Parliament of 29 March 2004 laying down the procedures for implementing Regulation (EC) No 2004/2003 <sup>(2)</sup>, 'The European Parliament shall publish each year, before the end of the first half of the year, a call for proposals with a view to the awarding of grants to fund political parties and foundations at European level'. This call for proposals relates to grant applications for the financial year 2009 covering the period of activity from 1 January 2009 to 31 December 2009.

**2. CRITERIA AND SUPPORTING DOCUMENTS****2.1. Admissibility**

Applications will not be admissible unless they are submitted in writing on the grant application form in Annex 1 of the above Decision of the Bureau of the European Parliament of 29 March 2004, forwarded to the President of the European Parliament by the closing date and meet the conditions for the submission of applications set out below.

**2.2. Eligibility criteria**

In order to be eligible for a grant, a political foundation at European level must satisfy the conditions laid down in Article 3(2) of Regulation (EC) No 2004/2003, i.e.:

<sup>(1)</sup> OJ L 297, 15.11.2003, p. 1. Regulation as amended by Regulation (EC) No 1524/2007 (OJ L 343, 27.12.2007, p. 5).

<sup>(2)</sup> OJ C 155, 12.6.2004, p. 1. Decision as last amended by the Bureau on 18 February 2008 (Not yet published in the Official Journal).

- (a) it must be affiliated with one of the political parties at European level recognised in accordance with this Regulation, as certified by that party;
- (b) it must have legal personality in the Member State in which its seat is located. This legal personality shall be separate from that of the political party at European level with which the foundation is affiliated;
- (c) it must observe, in particular in its programme and in its activities, the principles on which the European Union is founded, namely the principles of liberty, democracy, respect for human rights and fundamental freedoms, and the rule of law;
- (d) it shall not promote profit goals;
- (e) its governing body shall have a geographically balanced composition.

**2.3. Exclusion criteria**

Applicants must also certify that they do not find themselves in any of the circumstances described in Articles 93(1) and 94 of the Council Regulation (EC, Euratom) No 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the general budget of the European Communities <sup>(3)</sup>.

**2.4. Selection criteria**

Applicants must provide evidence that they possess the legal and financial viability required to carry out the programme of activities set out in the application for funding and that they have the technical capability and management skills needed to carry out successfully the programme activities for which they are applying for a grant.

**2.5. Award criteria**

In accordance with Article 4(5) of Regulation (EC) No 2004/2003, the available appropriations for the financial year 2009 will be distributed as follows among the political foundations at European level which have obtained a positive decision to their application for funding on the basis of the admissibility, eligibility, exclusion and selection criteria:

- (a) 15 % will be distributed in equal shares;
- (b) 85 % will be distributed among those that are affiliated to such political parties at European level which have elected members in the European Parliament, in proportion to the number of elected members.

<sup>(3)</sup> OJ L 248, 16.9.2002, p. 1. Regulation as last amended by Regulation (EC) No 1525/2007 (OJ L 343, 27.12.2007, p. 9).

## 2.6. Supporting documents

For the purpose of assessing the above criteria, applicants must provide the following supporting documents:

- (a) original covering letter indicating the grant amount requested;
- (b) application form in Annex 1 of the Decision of the Bureau of the European Parliament of 29 March 2004 duly completed and signed (including the written solemn declaration);
- (c) statutes of the applicant (or declaration that there have been no changes to documents already forwarded);
- (d) official certificate of registration (or declaration that there have been no changes to documents already forwarded);
- (e) recent proof of existence of the applicant;
- (f) list of the directors/members of the Management Board (names and forenames, citizenship, titles or functions within the applicant) (or declaration that there have been no changes to documents already forwarded);
- (g) programme of the applicant (or declaration that there have been no changes to documents already forwarded);
- (h) comprehensive financial statement for 2007 certified by an external auditing body <sup>(1)</sup>;
- (i) Provisional operating budget for the period concerned (1 January 2009 to 31 December 2009) indicating expenditure eligible for funding from the Community budget.

## 3. COMMUNITY FUNDING

The budget for the financial year 2009 is estimated at a total of EUR 7 000 000, subject to approval by the budgetary authority.

The maximum amount paid to the beneficiary by the European Parliament may not exceed 85 % of the eligible operating costs of political foundations at European level. The burden of proof shall lie with the political foundation concerned.

Community funding shall take the form of an operating grant as provided for by the Financial Regulation and the Commission Regulation (EC, Euratom) No 2342/2002 of 23 December 2002 laying down detailed rules for the implementation of Council Regulation (EC, Euratom) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities <sup>(2)</sup>. The arrangements for paying the grant and the obligations governing its use will be set out in a grant award agreement, a specimen of which appears in Annex 2 to the Decision of the Bureau of the European Parliament of 29 March 2004.

<sup>(1)</sup> Unless the applicant was established during the current year.

<sup>(2)</sup> OJ L 357, 31.12.2002, p. 1. Regulation as last amended by Regulation (EC, Euratom) No 478/2007 (OJ L 111, 28.4.2007, p. 13).

## 4. PROCEDURE

### 4.1 Closing date and submission of applications

The closing date for forwarding the applications is 1 November 2008. Applications forwarded after that date will not be considered.

Applications must:

- be made on the grant application form,
- be signed, without fail, by the applicant or his duly authorised agent,
- be submitted under double cover; the two envelopes must be sealed. In addition to the address of the recipient department as given in the call for proposals, the inner envelope must bear the following:

**CALL FOR PROPOSALS — 2009 grants to political foundations at European level**

**NOT TO BE OPENED BY THE MAIL SERVICE OR BY ANY OTHER UNAUTHORISED PERSON**

If self-adhesive envelopes are used, they must be sealed with adhesive tape with the signature of the sender affixed across it. The signature of the sender shall be deemed to comprise not only his hand-written signature, but also his organisation's stamp,

- be forwarded at the latest on the closing date laid down in the call for proposals either by registered mail, as evidenced by the postmark or by courier service as evidenced by the date of the deposit slip.

The outer envelope must be addressed to:

**EUROPEAN PARLIAMENT  
Mail Service  
KAD 00D008  
L-2929 Luxembourg**

This envelope must also show the sender's address.

The inner envelope must be addressed to:

**President of the European Parliament  
via Mr Vanhaeren, Director-General of Finance  
SCH 05B031  
L-2929 Luxembourg**

### 4.2. Timetable for implementing the programme of activities

The eligible period for cofinancing of operating expenditure of political foundations at European level in 2009 runs from 1 January 2009 until 31 December 2009.

#### 4.3. Award procedure and timetable

The following procedure and timetable will apply to the awarding of grants to political foundations at European level:

- (a) forwarding of the application to the European Parliament (no later than 1 November 2008);
- (b) consideration and selection by the European Parliament's departments. Only the applications deemed admissible will be examined on the basis of the eligibility, exclusion and selection criteria set out in the call for proposals;
- (c) adoption of the final decision by the Bureau of the European Parliament (no later than 1 February 2009) and notification of applicants;
- (d) signature of grant award agreement (within 30 days following the Bureau decision);
- (e) payment of an advance of 80 % (within 15 days following the signing of the agreement).

#### 4.4. Further information

The following texts are available on the European Parliament's Internet site at the following address:

<http://www.europarl.europa.eu/tenders/invitations.htm>:

- (a) Regulation (EC) No 2004/2003 of the European Parliament and of the Council of 4 November 2003 on the regulations governing political parties at European level and the rules regarding their funding;
- (b) Decision of the Bureau of the European Parliament of 29 March 2004 laying down procedures for implementing Regulation (EC) No 2004/2003 of the European Parliament and of the Council on the regulations governing political parties at European level and the rules regarding their funding;
- (c) grant application form;
- (d) specimen agreement.

Any questions relating to this call for proposals with a view to the awarding of grants should be sent by e-mail, quoting the reference, to the following address: [Helmut.Betz@europarl.europa.eu](mailto:Helmut.Betz@europarl.europa.eu).

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