



EUROPEAN COMMISSION

DIRECTORATE-GENERAL JUSTICE, FREEDOM AND SECURITY

Directorate B : Immigration, Asylum and Borders

Unit B4 : Financial solidarity for asylum, immigration and borders

INTI - Integration of Third-Country Nationals

CALL FOR PROPOSALS 2006

INTI PREPARATORY ACTIONS

1. Introduction

The European Commission is providing through the INTI Programme some financial support for actions promoting the integration in the EU Member States of people who are not citizens of the EU.

The purpose of this notice is to invite proposals for co-financing preparatory actions covered by the INTI Annual Work Programme 2006, which was adopted on [14/08/2006](#).

The priorities of 2006, the last year of the INTI Programme, are determined on the basis of experience in previous years and are consistent with the Common Basic Principles for Integration adopted by the Council and expanded on in the Commission Communication on a Common Agenda for Integration.

WHO CAN APPLY?

This call for proposal will be open to all legal persons - national, regional and local authorities of the EU Member States and to Non Governmental Organisations, public or private bodies (including university departments, research centres and international organisations), established in one of the Member States. All of them should work strictly on a non-profit basis and with proven experience and expertise in the field of integration.

Actions may include partners and participants from third countries. However, no contribution will be made by the Commission for their participation in the project. Entities from third countries may therefore not benefit from any finance granted under the INTI Preparatory Actions.

Since these preparatory actions are trans-national, they must include partners from at least **5 different Member States**. Projects must be submitted by a legal person, i.e. the coordinator, who carries out the project with at least **four other distinct and unrelated legal persons** established in different Member States.

2. Policy Context

The integration of third-country nationals legally residing in the Member States of the European Union (EU) has gained increasing importance on the European agenda in recent years. Following the request of the Justice and Home Affairs (JHA) Council in 2002 to establish National Contact Points on Integration (NCPs/INT), the European Council of June 2003 confirmed their mandate and invited the Commission to present Annual Reports on Migration and Integration. In its Communication on 'Immigration, Integration and Employment' (COM (2003) 336 final), the Commission set out a holistic approach to integration. In November 2004, the first edition of a *Handbook on Integration for policy-makers and practitioners* was published (financed by INTI).

The Hague Programme, adopted by the European Council of 4-5th November 2005, underlined the need for greater co-ordination of national integration policies and EU initiatives in this field. It further stated that a framework, based on common principles, should form the foundation for future initiatives in the EU, relying on clear goals and means of evaluation. The JHA Council of 19 November 2004 adopted Common Basic Principles (CBPs) to underpin a coherent European framework on integration of third-country nationals. In September 2005, the Commission responded to the invitation of the European Council to establish a coherent European framework for integration by publishing a Communication on '*A Common Agenda for Integration: Framework for the Integration of third-country nationals in the European Union*' (COM (2005) 389 final). The cornerstones of the proposed framework are proposals for concrete measures to put the CBPs into practice, together with a series of supportive EU mechanisms.

On 1st/2nd December 2005, in its conclusions on a common agenda for integration, the Council acknowledged the results of successful cooperation and exchange of best practice at EU level, in particular through the network of National Contact Points on Integration, supported by the Commission. The NCPs will play a key role in further development of the framework for the integration of third-country nationals in the European Union put forward in the Commission Communication, and in monitoring progress across policy fields.

Integration measures need adequate financial resources. The Preparatory Actions for integration of third-country nationals (INTI) are meant to promote activities at local level, strengthening networks and the exchange of information and good practices between Member States, their regional and local authorities and other stakeholders. They have attracted great interest but lack sufficient resources to match the needs in this field. Under the financial perspectives 2007-2013, the Commission has proposed a financial programme in shared management to support the implementation of the Common Basic Principles in the Member States (the proposed European Fund for the Integration of Third-country nationals). This proposal is currently being examined by the Council and the European Parliament.

Projects to be co-financed under the INTI Preparatory Actions 2006 should be in line with the Commission Communication 'A Common Agenda for Integration', which has put forward a framework for the integration of third-country nationals in the European Union, and with the Council Conclusions on a common agenda for integration of 1-2/12/2005.

Projects co-financed should therefore be based upon proposals for putting the Common Basic Principles for immigrant integration in the European Union in practice at EU level.

3. Objectives

3.1 General objectives

This appropriation is intended to finance preparatory actions for:

- Promoting the integration of nationals of non-member countries through specific projects encompassing, in particular, language courses and information on the

distinctive cultural, political and social characteristics of the country in question, including citizenship and European fundamental values;

- Developing dialogue with civil society;
- Seeking out and evaluating best practice in the integration field;
- Developing integration models; and
- Setting up networks at European level.

Part of this appropriation may be used to address the root causes of migration.

3.2 Specific objectives and priorities under INTI 2006

The following three specific objectives will be pursued under INTI 2006:

Specific objective A: To support the setting up of trans-national co-operation networks or pilot projects designed to identify, exchange and evaluate good practices and new approaches in the field of integration

Specific objective B: To increase knowledge base for the development of integration policies EU-wide

Specific objective C: To support trans-national dialogue and awareness on integration issues and its impact on society

This call for proposals aims at providing financial support to actions which contribute to the realisation of the specific objectives noted above.

In selecting the projects under the present call for proposals, priority will be given to actions that tangibly enhance the empowerment of immigrants and contribute to constructive dialogue

The 2006 INTI Preparatory Actions should:

- Set a clear trans-national objective;
- Ensure that actions are designed, developed and implemented in at least five Member States;
- Ensure that activities are designed, developed and implemented in co-operation with different integration stakeholders, such as Member States' administrations, regional and/or municipal authorities, private enterprises, social partners, civil society, academics, etc.;
- Ensure relevant participation of immigrants in all stages of the action;
- Ensure clear transferability plans;
- Ensure strong EU visibility and provide appropriate publicity that the actions are co-financed by the INTI-programme.

4. Actions that may be supported under INTI 2006

Actions must be practical in nature, with tangible and measurable results. They must also have a clear transnational dimension.

Specific objective A: To support the setting up of trans-national co-operation networks or pilot projects designed to identify, exchange and evaluate good practices and new approaches in the field of integration

Possible actions:

- Identification, exchange, and evaluation of good practices, and their adaptation to different contexts, exchange of personnel, joint development of programmes, and common dissemination of results.
- Development of transferable intercultural training activities for public officials.
- Development of co-operation among institutions and services responsible for integration related issues.
- Development of multi-stakeholder trans-national co-operation and networks at regional, local and municipal level between public authorities, private enterprises and civil society, including migrants' associations.
- Development of trans-national innovative integration programmes or models incorporating language and communication training, and the cultural, political and social characteristics of the host country.
- Organisation of technical seminars for the exchange of information and best practice within the field of integration policy.

Specific objective B: To increase knowledge base for the development of integration policies EU-wide

Possible actions:

- Development of trans-national statistical tools and common indicators.
- Information exchange on national evaluation tools and development of European criteria for process of comparative learning.
- Supporting pilot projects/studies to explore new forms of Community co-operation in the field of admission and integration; such as a study/mapping exercise of the level of rights and obligations of third-country nationals in the Member States; or a study on new forms of immigration and their impact on admission systems and integration.
- Exploring the value of developing a concept of civic citizenship as a means of promoting the integration of third-country nationals, including the rights and duties needed to give immigrants a sense of participation in society.
- Promoting studies on identity and citizenship questions.

- Improving knowledge of integration, including analysis of the impact of compulsory elements in national integration policies.

Specific objective C: To support trans-national dialogue and awareness on integration issues and its impact on society

Possible actions:

- Carrying out trans-national campaigns or intercultural events providing objective information about immigrants' cultures, religions and social and economic contribution and promoting integration as 'a dynamic, two-way process of mutual accommodation by all immigrants and residents of Member States' (Common Basic Principle No 1).
- Exploring effective ways to raise public awareness about the basic values of the EU.
- Organisation and promotion of intercultural and inter- (intra-) religious dialogue/events at European level, involving various stakeholders.
- Encouraging the opening-up of mainstream organisations to immigrants and the building-up of organisations representing immigrants' interests EU-wide.

5. Expected results

The expected results must be trans-national and consistent with the specific objectives. They should lead to the exchange of experiences and information on integration of third-country nationals amongst the various stakeholders in and among the Member States.

Selected proposals must have foreseen and described expected results that could fall within one of the following categories:

- Increased number of good practices is identified and shared.
- New integration models are developed and transferred.
- Access for immigrants to public services is promoted.
- Trans-national networks and dialogue between stakeholders are supported.
- Frequent interaction between immigrants and Member States' citizens is promoted.
- The empowerment of immigrants is promoted.
- Multi-stakeholder co-operation, such as between governmental and civil society actors is promoted.
- Improved knowledge on clear goals, common indicators and evaluation mechanisms to adjust policy and evaluate progress.
- Comparative analysis and studies carried out on various issues.
- Integration of third-country nationals as a dynamic, two-way process of mutual accommodation by all immigrants and residents of Member States is promoted.
- Increased understanding on integration issues across the EU.

6. Target Group

The **ultimate target group** of the INTI Preparatory actions are legally-residing Third-Country Nationals not covered by the European Refugee Fund.

7. EU added value and achieving complementarity

The actions should provide an EU added value and they should be ineligible or under-represented in the framework of other existing Community programmes addressing directly and/or indirectly the issue of integration of immigrants (notably European Refugee Fund, Structural Funds and programmes in the area of education and culture).

8. Budget available and financial provisions

8.1 General

The indicative budget available for preparatory actions for the year 2006 is 4.000.000 euros.

The Commission will determine the amounts of financial assistance to be awarded, based on the available budget.

Project financing will be based on the shared-cost principle. If the amount awarded by the Commission is less than the amount requested by the applicant, it is up to the latter to find the additional sum or to reduce the total cost of the project without reducing its objectives or content.

Should the project be selected for support, a grant agreement will be signed between the selected beneficiary and the European Commission. This agreement is a standard agreement, and its terms and conditions may not be altered or be subject to negotiation.

The attention of applicants is drawn to the following conditions that are inter alia included in the agreement:

8.2 Amount of grant

The minimum grant per project is **100.000 euros**. The maximum grant per project is **500.000 euros**.

If the requested grant exceeds 300.000 euros, it is requested an auditor's report issued within the last two years by an approved auditing firm (not applicable for Public Bodies).

The amount of grant per project cannot exceed **70%** of the total eligible costs of the project.

The necessary co-financing must be assured at the date of the application.

8.3 Payment conditions

The grant shall normally be paid under the following conditions:

- Pre-financing, representing 50% of the amount of the grant awarded upon signature of the grant agreement by the last of the parties;
- If the Commission considers it necessary based on the financial accounts of the applicant, it may request a financial guarantee for an amount equivalent to the amount of pre-financing granted;
- A second pre-financing representing 25% of the amount of the grant awarded, upon receipt and approval by the Commission of a progress report, including a financial report evidencing that at least 70% of the previous pre-financing payment has been used up, together with a request for payment;
- The balance upon receipt and approval by the Commission of the final technical and financial implementation reports, together with a request for payment;
- If the amount of the final payment exceeds 150.000 euros, the final financial report shall be accompanied by an external audit report on the accounts of the project.

At the time of payment of the balance, the amount granted will be proportionate to the real cost of the project and will be reduced proportionally where the total real costs turn out to be lower than the total estimated costs.

Commission grants are attributed for non-commercial purposes only and projects must be strictly non-profit making.

8.4 Checks and audits

- Checks and audits will be carried out in accordance with Article II.19 of the grant agreement (accessible at the DG JLS website).
- Recipients are required to make available to the Commission all original documents, including accounting and tax documents, or, in duly substantiated exceptional cases, certified copies of original documents relating to the agreements for a period of five years from the date of payment of the balance of amounts payable under Article I.4 of the agreement.
- The European Court of Auditors and the European Anti-fraud Office (OLAF) will have the same audit powers, and in particular the same rights of access, as the Commission.

9. Project duration and start dates

Maximum project duration is **18 months**.

The indicative starting date of the projects will be between 1 March 2007 and 31 August 2007.

10. Exclusion criteria

The received proposals will be assessed and evaluated against the criteria set forth in Sections 10, 11, 12 and 13 by the Commission.

The applicant organisation involved in the project must not be in one of the situations listed in articles 93 and 94 of the Council Regulation n° 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the budget of the European Union (published in OJ L248 of 16/09/2002).

Effective, proportionate and dissuasive administrative and financial penalties may be applied in the event of incorrect statements.

In particular candidates shall be excluded from participation to a call for proposals if:

(a) they are bankrupt or being wound up, are having their affairs administered by the court, 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 have been convicted of an offence concerning their professional conduct by a judgement which has the force of *res judicata*;

(c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;

(d) they have not fulfilled 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 the country of the contracting authority or those of the country where the contract is to be performed;

(e) they have been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;

(f) following another procurement procedure or grant award procedure financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations;

(g) they are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information;

(h) they are subject to a conflict of interest.

11. Eligibility criteria

In order to be eligible, proposals must meet **all** the following requirements:

- (a) The grant application must have been submitted by the deadline set for the call;
- (b) The grant application must fall within the scope of this Call for Proposal;
- (c) The applicant and each partner must be eligible to participate in the INTI preparatory actions (legal status and registered in at least 5 different Member States, see Section 1 introduction);
- (d) The grant application must have been submitted on the forms supplied by the European Commission;
- (e) Proposals must contain **all** the elements and documents defined in the application form (including annexes and documents requested by the checklist attached to the form); if a document appearing on the checklist or in the eligibility criteria is either unavailable or not relevant, it is necessary to say so and give the reason why.
- (f) All of the required annexes must be attached to the grant application form;
- (g) The original of the grant application form submitted to the Commission must have been signed by the legal representative of the applicant organisation and signalled on each page;
- (h) The Community grant applied for must be lower or equal to 70.00% of the total eligible cost of the project and be between 100.000 and 500.000 euros;
- (i) The duration of the project must not exceed 18 months;
- (j) A signed partnership declaration must be attached to the application form for each partner involved in the project;
- (k) The applicant must have provided written proof, through the signed budget form, the Partner Declaration(s) and Co-financing Declaration(s), that it has secured co-financing of at least 30% of the total eligible cost of the project.
- (l) The applicant must provide on diskette or CD-ROM an electronic version of the following documents:
 - the grant application form
 - the detailed budget estimates form, filled in;
 - the form recording status of staff.

Proposals will be declared ineligible if they do not respect one of the following above criteria. If a grant application is declared ineligible, it will not be considered for evaluation.

Proposals that meet the above eligibility criteria will be further evaluated using the selection criteria.

12. Selection criteria

(a) The project applicant must have sufficient financial and professional capacity to complete the project. This should be proved by appropriate documents, such as last year's financial accounts (of 2005) and activity report;

(b) The applicants, as well as the Partners and those working on the projects must have appropriate and proven qualifications and experience in the field of integration of immigrants. In particular, the CV's of the main persons responsible for the implementation and management of the project must be attached to the grant application form;

(c) The project co-ordinator must have the necessary skills, experience and capacity for co-ordinating the project.

Proposals that meet the selection criteria will be further evaluated using the award criteria.

13. Award criteria

Among the projects which have passed the exclusion, eligibility and selection criteria, the Commission will select the proposals achieving the highest score following an evaluation according to the award criteria set out below, *and taking into consideration as much as possible an adequate distribution of the available funds among the various specific objectives for action under this call for proposals (see Section 3.2).*

The proposals meeting the selection criteria will be the subject of an in-depth evaluation that aims to provide a rating for each of the following points (A, B, C, D, E, F and G):

A. Understanding of the context and proposal objectives

- Conformity of the proposal objectives with one of the INTI specific objectives and actions for the current year.
- Quality of the proposal objectives (SMART: **S**pecific, **M**easurable, **A**chievable, **R**ealistic, **T**ime).
- Genuine trans-national nature of the proposal. Substantive involvement of partners from the new Member States will be an asset.
- Innovatory nature of the proposal or, if not, could it properly be described as 'new' (rather than a continuation or a replication) in relation to its geographical coverage, subject area, methodology or outputs (The innovatory nature of the action will be an asset but not a necessity).
- Demonstration of adequate and appropriate preparatory work, including sufficient awareness of the current state of knowledge and work already done in the specific area addressed and of the EU developments/work in this area.

B. Proposal targets

- Clear identification of the beneficiaries (both direct and indirect beneficiaries) and consistency of beneficiaries with the scope of the INTI Programme and the problem addressed by the project.
- The target group or scope of the proposal is not covered or under-represented by other Community programmes.

C. The thoroughness, appropriateness and feasibility of the approach, methodology, activities, timeframe and organisation

I. Details on Approach/Methodology/Actions/Timeframe

- Appropriateness of the actions proposed for addressing the problem and desired outcomes.
- Appropriateness of the proposal approach and methodology to carry out these actions, to the nature of the problem and the desired outcomes.
- Appropriateness and feasibility of time frame and work plan.

II. Partnership

- Adequacy of the partnership and level of expertise brought in by the partners.
- Level of involvement and co-operation among various categories of stakeholders relevant to the integration process.
- Implication of partners from third countries (on a no-cost basis).

III. Project coordination

- Role and responsibilities of the project team (e.g. the project co-ordinator and financial manager).
- Appropriateness and clarity of responsibilities allocated among the lead organisation and the partners.

IV. Monitoring and Evaluation

- Adequacy of the risk analysis.
- Appropriateness of procedures for monitoring progress and identifying problems.
- Appropriateness of procedures for evaluation of the project during its lifetime (external or internal).

D. Proposal expected results

- Relevance of the expected results and their adequacy to offer a solution to the problem stated.
- Identification of indicators of achievement.

E. Proposal follow-up, sustainability, transferability and visibility

- Existence of effective, clear and convincing plans for appropriate and timely dissemination of results.
- Sustainability of the results (for instance is further funding after the project foreseen).
- The likelihood of the transferability (replicability or adaptation) of the outputs in other countries/contexts.
- Visibility given to the Commission's support and contribution.

F. European policy and added value

- Conformity of the approach with EU policy and current approaches in this area.
- Likely contribution of the actions proposed to the development or implementation of EU policy or initiatives.
- Contribution provided to the development of the INTI Programme by building on past experiences within the Programme and developing them further.

G. Adequacy of the forecast budget

- Feasibility of the budget and value for money.
- Sources of financing other than the European Commission.
- The budget must be commensurate with the activities of the project.

14. Monitoring and evaluation

The Commission shall regularly monitor the implementation of the preparatory actions through the assessment of interim and final reports submitted by the beneficiaries and monitoring visits. All necessary measures will be taken to ensure that the financial resources are used for the intended purpose.

15. Visibility of European financing

The beneficiary shall contribute to the visibility of the operation financed by the Community (article II.5 of the Grant Agreement) . During each operation the beneficiary shall do what is necessary to bring the support and financing given by the Community to the attention of the target populations, the general public and the media and refer to this contribution in its internal and annual reports. Specific reference should be made each time that **this project is co-financed by the European Community under the INTI Programme - Preparatory Actions for the Integration of Third-Country Nationals.**

Evidence of implementation of activities undertaken in compliance with this article will be provided in the final reports. The beneficiary shall ensure that all supplies, equipment and any other material financed by the Community display the **EU logo**, which should be of the same size and have the same prominence as the logo of the beneficiary.

16. Sources of information

The INTI page on the DG JLS website is updated as and when relevant information becomes available, and grants applicants are recommended to check it regularly.

Potential applicants are invited to read:

- Communication from the Commission "A Common Agenda for Integration: Framework for the Integration of Third-Country Nationals in the European Union" (COM(2005) 389 final)

- The Common Basic Principles
- Handbook on Integration for policy-makers and practitioners
- Report on 2003-2004 INTI projects
- The standard grant agreement for projects
- The “2006 Guide to INTI preparatory actions”

The necessary documents to fill in the application (see Section 17) and other information on INTI funding can be found online:

- http://ec.europa.eu/justice_home/funding/inti/funding_inti_en.htm

Background information on policy can be found online:

- http://ec.europa.eu/justice_home/fsj/immigration/integration/fsj_immigration_integration_en.htm

Contact at the European Commission

The Commission service responsible for implementing the INTI Preparatory Actions is Unit B-4 of Directorate General JLS – Justice, Freedom and Security.

Contact:

European Commission

DG Justice, Freedom and Security (DG JLS)

2006 JLS INTI Preparatory Actions

Unit B/4 (LX46 - 2/136)

Fax (32.2)298 03 06; e-mail: JLS-INTI@ec.europa.eu

All applicants will be informed of the Commission’s decision concerning their grant application as soon as possible. It is envisaged that the Commission will complete its selection procedures by March 2007.

The Commission will publish the names and addresses of beneficiaries and the amount, rate of grant and purpose of each grant on its website.

The detailed data concerning the grant beneficiaries, their partners and the summary of the results of the projects will be published on the internet site of DG JLS.

The grant application will be processed by computer. All personal data (such as names, addresses, CVs, etc.) will be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data ¹. Replies to the questions in this form

¹ Official Journal L 8, 12.1.2001

are necessary in order to assess the grant application and they will be processed solely for that purpose by the department responsible for the Community grant programme concerned. On request, applicants may be sent personal data and will have the opportunity to correct or complete them. For any question relating to these data, please contact the Commission department to which the form must be returned. Beneficiaries may lodge a complaint against the processing of their personal data with the European Data Protection Supervisor at any time.

If, at any stage of the administrative treatment of grant applications, the persons or entities concerned consider that they have been affected by an instance of maladministration, they may, irrespective of any other means of redress, make a complaint to the European Ombudsman in accordance with Article 195(1) of the EC Treaty and as provided by the Parliament Decision of 9 March 1994 on the regulations and general conditions governing the performance of the Ombudsman's duties published in Official Journal of the European Communities L 113 of 4 May 1994.

17. Submission of proposals

Each proposal must contain four paper copies (original plus three copies) of the following documents:

- (1) a printout of the standard application form "INTI Preparatory Actions 2006" duly filled out, initialled and signed;
- (2) the form "Timetable for implementation of the project", duly filled in and signed;
- (3) the form "Detailed budget estimates", duly filled in, initialled and signed;
- (4) the "Financial identification form", duly filled in and signed (by the applicant organisation and the bank at which the bank account is held);
- (5) the form "Staff cost analysis" recording status of staff, duly filled in, initialled and signed;
- (6) additional documentation defined in the "checklist" attached to the application form (cf. Section 11 "Eligibility criteria" above).

Each proposal must also contain a diskette or CD-ROM, readable and not corrupted (cf Section 11), containing an electronic version of the following documents:

- the standard application form "INTI Preparatory Actions 2006" duly filled in;
- the detailed forward budget estimate form duly completed;
- the staff treatment form duly completed.

Applicants must apply in one of the official EU languages. When possible, English or French should be used.

The above documents can be downloaded from the following website (see above):

http://ec.europa.eu/justice_home/funding/inti/funding_inti_en.htm

For applicants who do not have access to the website versions, requests for the documents should be sent by post, by fax or e-mail to the address mentioned in Section 16 (contact at the European Commission). Requests should be clearly addressed to “JLS-INTI Preparatory Actions 2006”.

Proposals must be sent by registered mail or by express courier, posted no later than 20 October 2006 (date as postmark or of deposit slip), to the following address:

**EUROPEAN COMMISSION
DG Justice, Freedom and Security
DG JLS Unit B/4 INTI
LX46 – 2/136
B – 1049 BRUXELLES/BRUSSELS
BELGIUM**

Applications sent by any other means (e.g. by fax or e-mail) will not be accepted.

The envelope must be marked “**INTI – CALL 2006 - NOT TO BE OPENED BY THE INTERNAL MAIL DEPARTMENT**”.