



The Delegation of the European Union
to the Republic of Serbia

**Support to independent media in
Serbia
Info session for Call for Proposal**

EuropeAid/173606/DD/ACT/RS



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Please note that this presentation is prepared solely to be used as supporting material to be used during the Information sessions.

The Guidelines for Applicants published for the Call for Proposal remain the sole written reference to the applicable conditions and rules.

SUSPENSIVE CLAUSE

Please note that the awarding of grant contracts under this call for proposals is subject to the condition of the prior conclusion of a financing framework partnership agreement (FFPA), which does not modify the elements of the call for proposals (this will be the case, for instance, if the budget initially foreseen is different or if the timeframe, the nature or the condition of the implementation are altered). If the precedent condition is not met, the contracting authority will either abandon the procurement or cancel the award procedure without the candidates or applicants being entitled to claim any compensation.



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Support to independent media – 2021

- Support to free media is one of the major priorities for the EU in Serbia and this call for proposals fits into the logic of providing targeted support to media and media organisations in order to strengthen the environment for freedom of expression in Serbia.



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Support to independent media – 2021

- The global objective of this call for proposals is to support independent media and media organisations in contributing to the implementation and independent monitoring of the Media Strategy of Serbia including enhanced media ethics.



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Support to independent media - 2021

- The specific objective of this call for proposals is
 - To support original and innovative media activities in Serbia with a special focus on highly relevant topics of the National Media Strategy. This should be achieved by using the best mix of available technologies to create modern, innovative digital formats and multimedia platforms including social media. The purpose is to engage the widest possible audiences on issues that directly affect them. Partnerships with local media are encouraged.



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Support to independent media - 2021

- The priorities of this call for proposals are:
 - To support media and media organisations to develop innovative distinctive formats by using a variety of platforms and developing essential content relevant to their own work and cooperation among them including working conditions, the safety of journalists and other media professionals;
 - To support quality media coverage of issues that interest all age groups and have a strong impact on people's lives, including the impact of disinformation;
 - To create Multimedia/multi-platform content, including interactive elements such as mobile journalism, multimedia content, livestreams to help distribute content and maximise outreach even if the primary platform is one of the traditional media.

Support to independent media - 2021

- In addition, applicants should demonstrate and explain under point 1.3.4 of the Annex A.1 – Grant application form - Concept note, their internal mechanisms for compliance with the Serbian Journalists Code of ethics and the Media Strategy of Serbia (the document can be found on the following link: <https://www.srbija.gov.rs/dokument/441801/medijska-strategija.php>). This will be considered an added-value element, which will be taken into account in the evaluation of criteria 1.4 of the Concept Note, (*"Does the proposal contain particular added-value elements (e.g. innovation, best practices)"*).



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Budget

- The overall indicative amount made available under this call for proposals is **EUR 1.000.000**. The contracting authority reserves the right not to award all available funds.

- Size of grants
 - minimum amount: EUR 100,000
 - maximum amount: EUR 250,000

- Minimum and maximum percentages of total eligible costs of the action:
 - Minimum percentage: 65% of the total eligible costs of the action.
 - Maximum percentage: 95% of the total eligible costs of the action.



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Eligibility criteria- the actors

- Eligibility of lead applicant :
 - be a legal person **and**
 - be a specific type of organisation such as: print/electronic/on-line media, news agencies, media production houses and/or media associations and
 - be established in the Republic of Serbia and
 - be directly responsible for the preparation and management of the action with the co-applicant(s) and affiliated entity(ies), not acting as an intermediary.



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Eligibility criteria- the actors

Co-applicants and affiliated entities must satisfy the eligibility criteria as applicable to the lead applicant himself

In addition, as co-applicants the following are also eligible:

- Civil society organisations ;
- Cultural and educational institutions.



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Eligibility criteria- eligible actions

Duration

- The initial planned duration of an action may not be lower than **18 months** nor exceed **36 months**

Location

- Actions must take place in the Republic of Serbia



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Eligibility criteria- eligible actions

Sectors or themes

- **Improving safety of journalists and other media professionals**, including the protection of information sources;
- **Diversity and quality of media content, with additional focus on:**
 - Improved objectivity and diversity of sources as well as media content in the languages of national minorities;
 - Improved environment for equal access to media content for persons with disabilities;
 - Improved media visibility and non-discriminatory media reporting about women, persons in vulnerable situations, social inclusion and poverty reduction
- **Improving professional knowledge and development of digital competences of the population, institutions, media, journalists and other media professionals with additional focus on:**
 - Identifying and combatting disinformation, including but not limited to the EU



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Number of applications and grants per applicants / affiliated entities

- 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 call for proposals.
- The lead applicant may not be a co-applicant or an affiliated entity in another application at the same time.
- A co-applicant/affiliated entity may not be the co-applicant or affiliated entity in more than one application under this call for proposals.
- A co-applicant/affiliated entity may not be awarded more than one grant under this call for proposals.



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IMPORTANT

- Actions should not be carried out in isolation from the daily activities of an organisation. They should aim at re-enforcing and strengthening the beneficiary organisation's capacities and be fully integrated into the activities and strategic development of each organisation.



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Important points to note (part 1)

Submission online via PROSPECT is obligatory for this call, as well as registration in PADOR.

To apply for this Call for Proposals, please use the following link and click on "Apply" button:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome&nbPubliList=15&orderby=upd&orderbyad=Desc&searchtype=RS&aofr=173606>

Guidelines – **Read them and ensure you understand all the sections.** If you have doubts, send your questions. We shall publish replies to all questions received.

Questions may be sent by e-mail no later than 21 days before the deadline for the submission of concept notes to the address(es) below, indicating clearly the reference of the call for proposals: **E-mail address: DELEGATION-SERBIA-FCS@eeas.europa.eu**

Actions – show which actions can be financed under this Call.

Activities - show how the action can be achieved.

Eligibility requirements – eligibility of applicants, actions, costs, etc..

Visibility -

Think about visibility.

Be creative.

Write about it in your proposal



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Important points to note (part 2)

Submission of documents

- The lead applicant is strongly advised not to wait until the last day to submit the applications, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission.
- Technical issues with submission: should be addressed to the IT helpdesk at EuropeAid-IT-support@ec.europa.eu via the online support form in PROSPECT.
- The documents listed under section 2.2.5 of the GFA shall be uploaded **in PADOR** by the full application deadline (statutes, LEF, FIF, etc.)
- A copy of the lead applicant's accounts of the latest financial year (the profit and loss account and the balance sheet for the last financial year for which the accounts have been closed) must be uploaded in PADOR by the full application deadline.
- The requested supporting documents must be supplied in the form of originals, photocopies or scanned versions (i.e. showing legible stamps, signatures and dates) of the said originals. Originals should be kept on file for controls

Important points to note (part 3)

Submission of documents (cont.)

- **Declaration on honour:** the lead applicant as well as all co-applicants and affiliated entities 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 PRAG) Please note that the declaration on honour should be submitted **via PROSPECT**.
- **NEW: Self-evaluation questionnaire on SEA-H:** the lead applicant as well as all co-applicants and affiliated entities shall fill in the self-evaluation questionnaire assessing the organisation's internal policy and procedure against sexual exploitation, abuse and harassment (SEA-H) (Annex L) (see Section 2.5.6 of the PRAG). Please note that the self-evaluation questionnaire on SEA-H should be submitted **via PADOR**.

The screenshot displays a web application interface with a navigation bar at the top containing tabs for 'Profile', 'Financial data', 'User list', 'Signature', 'Contracts', and 'Internal check'. Below the navigation bar, there is a section titled 'Additional documentation'. Under this section, a document entry is listed: 'Self-evaluation questionnaire on policy against sexual exploitation, abuse and harassment (SEA-H) . (Applicable as of PRAG 2021)'. To the right of this entry is a dropdown menu currently set to 'No document' and a blue upward-pointing arrow icon.

Documents to be completed

Annex A: Grant application form (Word format)

A.1 – Concept note

A.2 – Full application form

Annex B: Budget (Excel format)

Annex C: Logical framework (Excel format)

Annex D: Legal entity sheet

Annex E: Financial identification form

Annex H: Declaration on Honour

Annex L: Self-evaluation questionnaire on SEA-H

Annex F: PADOR registration form (*only if impossible to register in PADOR*)

DOCUMENTS FOR INFORMATION

Annex G: Standard grant contract

- Annex II: general conditions
- Annex IV: contract award rules
- Annex V: standard request for payment
- Annex VI: model narrative and financial report
- Annex VIII: model financial guarantee
- Annex IX: standard template for transfer of ownership of assets

Annex I: Daily allowance rates (per diem), available at the following address: https://ec.europa.eu/international-partnerships/system/files/per_diem_rates_20191218.pdf

Annex J: Information on the tax regime applicable to grant contracts signed under the call.

Annex K: Guidelines for assessing simplified cost options. These documents should also be published by the contracting authority.



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Full applications- Tips on Annex B: Budget

- Please take into consideration the following when preparing your budgets for the action:
 - all 3 relevant sheets of "Annex B- Budget" are consistent with each other and PROSPECT – Total eligible costs of the action should be exactly the same in sheet 1. Budget and sheet 3. Expected sources of funding and as requested in PROSPECT;
 - The description of items must be sufficiently detailed and all items broken down into their main components. The number of units and the unit value must be specified for each item;
 - If staff are not working full time on the Action, the percentage should be indicated alongside the description of the item and reflected in the number of units (not the unit value);
 - Specify the typology of costs- if you do not use the specific SIMPLIFIED COST OPTION procedure, DO NOT use the terms LUMP SUM, FLAT RATE or APPORTIONMENT when defining the unit, but think of the way to define the unit properly (for e.g. per month/ per travel, per event, per service etc.)
 - Contingency - a justification for the possible need for the contingency must be included in the justification in Annex III Budget (2nd sheet)



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Full applications- Tips on Annex B: Budget(continued)

- Please take into consideration the following when preparing your budgets for the action:
 - Provide a narrative clarification of each budget item demonstrating the necessity of the costs and how they relate to the action (e.g. through references to the activities and/or results in the Description of the Action)
 - Provide a justification of the calculation of the estimated costs. Note that the estimation should be based on real costs. Please avoid estimates based on "previous experience by the applicant" or the like
 - Do not include costs for Expenditure Verification as it will be provided by the Contracting Authority, as well as costs for Evaluation, which are not eligible
 - In sheet 3 of Annex B – Budget - Expected sources of funding - Other contributions, the source of other contributions must be properly named and respective amounts identified for each contributor, i.e. lead applicant, co-applicant, affiliated entity, other donor (to be named)



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TIMETABLE

	DATE	TIME
1. Information meeting (online)	12 April 2022	11:00
2. Deadline for requesting any clarifications from the contracting authority	19 April 2022	11:00
3. Last date on which clarifications are issued by the contracting authority	29 April 2022	-
4. Deadline for submission of concept notes	10 May 2022	15:00
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	July 2022	-
6. Invitations to submit full applications	July 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



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THANK YOU!

ANY QUESTIONS?