

# Guide for Trainers

## Developing and Managing EU-Funded Projects

# 1. AN OVERVIEW OF EU FUNDING

There are 3 main funding mechanisms of the EU:

- Instrument for Pre-Accession (IPA);
- thematic Programmes under other EuropeAid instruments;
- the Community Programmes.

## INSTRUMENT FOR PRE-ACCESSION (IPA)

### *Beneficiary Countries:*

#### Candidate Countries:

- Turkey, Croatia, Montenegro, Former Yugoslav Republic of Macedonia.

#### Pre-candidate Countries:

- Albania, Bosnia and Herzegovina, Kosovo under UNSCR 1244/99, Serbia.

*Not all components are open to every country.*

### *The Aim:*

The aim of IPA assistance is to support the EU pre-accession strategy, particularly in pursuit of three key objectives:

- 1) progress towards meeting the Copenhagen political criteria;
- 2) adoption and implementation of the *Acquis Communautaire*;
- 3) promotion of Civil Society Dialogue.

### *Specific Objectives of IPA:*

- the Instrument of the Pre-Accession Assistance is a precursor for the future Social, Structural and Cohesion Funds;
- to prepare the candidate countries for multiannual years planning;
- to implement projects consistent with Community and national priorities;
- to set up independent structures of management, implementation, control, audit.

## *IPA has 5 components:*

- Transition Assistance and Institution Building (I);
- Regional and Cross- Border Co-operation (II);
- Regional Development (III);
- Human Resources Development (IV);
- Rural Development (V).

## *The main priorities of IPA Components:*

### IPA 1: Transition Assistance and Institution Building

- institutions directly concerned by reforms – judiciary and law enforcement services;
- support to continued development of civil society organisations\*;
- support to promoting a civil society dialogue (*some of this funding is channelled through Civil Society Facility*).

## *The main priorities of IPA Components:*

### IPA 1: Transition Assistance and Institution Building (*cont.*)

- support to adopting *Acquis* – agriculture and food safety; justice and security; environment.



## *The main priorities of IPA Components:*

### IPA 2: Cross-Border Cooperation

Support to the introduction of EU territorial cohesion policy addressed by:

- bi-lateral cross-border programmes with Member States;
- multi-country programmes (sea basins).

## *The main priorities of IPA Components:*

### IPA 3: Regional Development

There are three main fields of intervention:

- transport;
- environment;
- regional competitiveness.

## IPA 3: Regional Development (*cont.*)

- transport infrastructure, focusing on connection with TEN-T networks;
- environment projects are related to waste management, water supply, urban waste water and air quality, as well as energy efficiency, renewable energy and clean urban transport;

### IPA 3: Regional Development (*cont.*)

- restructuring of industrial zones, incl. rehabilitation of contaminated sites and land;
- innovation and entrepreneurship, through the promotion of SMEs, including strengthening of regional research and innovation capacities, aid to promote technology transfer, development of business networks and clusters;

## IPA 3: Regional Development (*cont.*)

- information society, incl. development of local content, services and applications, broadband networks, aid and services to SMEs to adopt and effectively use information and communication technologies (ICTs);
- social investments (Education and Health), where their lack affect regional development.

## *The main priorities of IPA Components:*

### IPA 4: Human Resource Development

- to contribute towards the priorities of the Community through strengthening economic and social cohesion (in conjunction with component III);
- support actions in line with the European Employment Strategy;

## IPA 4: Human Resource Development (*cont.*)

- Underpin the priorities and objectives of the Community by:
  - *strengthening education and training systems;*
  - *bringing inactive groups to the labour market;*
  - *combating social exclusion (disadvantaged groups);*
  - *promoting equality between men and women, and combating discrimination.*

## *The main priorities of IPA Components:*

### IPA 5: Rural Development

- improving the technological and market infrastructure for increased added value of agri-food products and achieved compliance with EU quality, health, food safety and environmental standards;
- improved quality of life of the rural population, increased income and creation of new employment opportunities.



## THEMATIC PROGRAMMES UNDER OTHER EUROPEAID INSTRUMENTS

A mix of ‘horizontal’ and geographical instruments:

- **Development Cooperation Instrument (DCI);**
- **European Neighbourhood & Partnership Instrument (ENPI).**

A mix of 'horizontal' and geographical instruments (*cont.*):

- **European Instrument for Democracy & Human Rights (EIDHR);**
- **Instrument for Stability.**

Plus, the European Development Fund (EDF).

# THE COMMUNITY PROGRAMMES

Acceding and Candidate countries have the opportunity to participate in the programmes, although, as a main condition of participation, an annual fee has to be paid to the budget.

These Programmes can be tied to almost every Community policy. The Community decides on the type of programmes, their budgets and their durations.

## Key Community Programmes for CSOs in the Pre-Accession Countries are:

- [Culture Programme \(2007-2013\)](#)
- [Erasmus Mundus](#)
- [Europe for Citizens](#)
- [FP7](#)
- [Public Health](#)
- [Youth in Action](#)
- [LIFE + Integrated Action Programme in Lifelong Learning](#)

## HOW DOES THE EU CHANNEL ITS INVESTMENTS?

The EU channels its investments through different types of projects.

E.g. via the modernisation of a Ministry or the promotion of an active labour market.

## ‘Macro’ Projects

- With objectives of national importance;
- maybe cross-sectoral;
- managed from the Centre;
- often complex (with multiple components).

E.g. via the modernisation of a Ministry or the promotion of an active labour market

### ‘Micro’ Projects

- With objectives of local importance or ‘pilot’ in nature;
- usually sector-based;
- managed locally (but may be part of a ‘macro’ project);
- usually limited to one type of ‘action’.

E.g. by improving the drinking water supply of a municipality or by improving services for internal migrants.

## 2. WHAT ARE GRANTS AND OTHER EU CONTRACTS

### *How are the projects implemented?*

Projects can be implemented through grants awarded to achieve specific objectives.



- Operational grants;
- Action grants;
- Competitive Calls;
- Direct Awards.

The EU makes a contribution either to a project carried out by an external organisation or directly to that organisation because its activities contribute to EU policy aims.

Projects can also be implemented through public contracting to buy specific:

- services;
- supplies;
- works.

A Contracting Authority (of, or accredited to the EU) receives the product or service it needs in return for payment.

### *What is a grant?*

- A grant may support projects:
  - whose immediate objective is non-commercial;
  - whose activities are within the normal scope of the application organisation.
- the project is managed solely by the Grant Beneficiary;
- the results of the project are owned by the beneficiaries (or partners).

### *What is a grant?*

- A grant is a payment of a non-commercial nature by the Contracting Authority to a specific beneficiary to implement an action intended to help achieve an objective forming part of a European Union policy;
- but it is NOT a donation;
- funds support activities of beneficiaries;
- funds cover only eligible incurred costs.

### 3. SOURCES OF INFORMATION ON EU FUNDING

In order to understand EU programming, it is important to understand:

- how are the EU funds programmed?
- how they can help CSOs be more strategic in their project development?

### *Key steps for improved planning are:*

- 1) To identify the types of funds available for your country.

## 2) To review the relevant programme documents:

- IPA Component 1&2 – annual programme and project *fiches*;
- other IPA Components– Operational Programmes;
- instruments like EIDHR – annual action programmes and *fiches*;
- national Agencies for the Community Programmes in your country.

## *Visit the web pages!*

EC's DG for Enlargement web portal gives you broad information about accession process and financial assistance.

[http://ec.europa.eu/enlargement/countries/index\\_en.htm](http://ec.europa.eu/enlargement/countries/index_en.htm)



In order to match your organization's priorities with EU Programmes, visit them regularly.

Understand which funds will be available in the next programming period and be prepared.

## The European Commission and Civil Society

[http://ec.europa.eu/civil\\_society/index\\_en.htm](http://ec.europa.eu/civil_society/index_en.htm)

Funds available under IPA 3, 4, 5

Candidate countries only.

[http://ec.europa.eu/enlargement/candidate-countries/turkey/financial-assistance/index\\_en.htm](http://ec.europa.eu/enlargement/candidate-countries/turkey/financial-assistance/index_en.htm)

Community Programmes are managed in-country through national agencies - check out your EUD web pages.

[http://www.eeas.europa.eu/delegations/web\\_en.htm](http://www.eeas.europa.eu/delegations/web_en.htm)

### Remember!

Time spent on researching the EU programme documents will help your organisation to:

- integrate EU priorities into your strategic plans;
- identify funding opportunities;
- provide facts and figures to help justify project proposals.

## *Using PADOR:*

Another important feature of the DG Cooperation and Development (Europe Aid) web portal is access to **PADOR**, an online system for pre-registration of organisations interested in applying for EU external assistance.

CSOs applying to grant schemes which are managed centrally by the EC (or by the country Delegations) are required to register on PADOR. Registration on PADOR is not necessary for organisations applying to grant schemes managed under Decentralised institutional arrangements (Croatia and Turkey).

**PADOR** is a web-based database is managed by EuropeAid and contains information about organizations applying for grants of the European Commission in the field of external assistance. To find out more about PADOR go to:

[http://ec.europa.eu/europeaid/work/index\\_en.htm](http://ec.europa.eu/europeaid/work/index_en.htm)

and navigate to **‘Work With Us / PADOR’**.