



EU Sector Seminar – Brussels 21 Nov. 2013

Guidelines on participation in EU External Assistance Programmes

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Accessing EU funds...

Guidelines on participation in EU cooperation





Topics of this introductory session

- Context of EU external relations
- Financial instruments
- Main actors
- Public procurement ‘versus’ grants
- Where and how to find opportunities
- What rules apply
- Trends, tips & tricks
- Sources of information
- Information on MDF

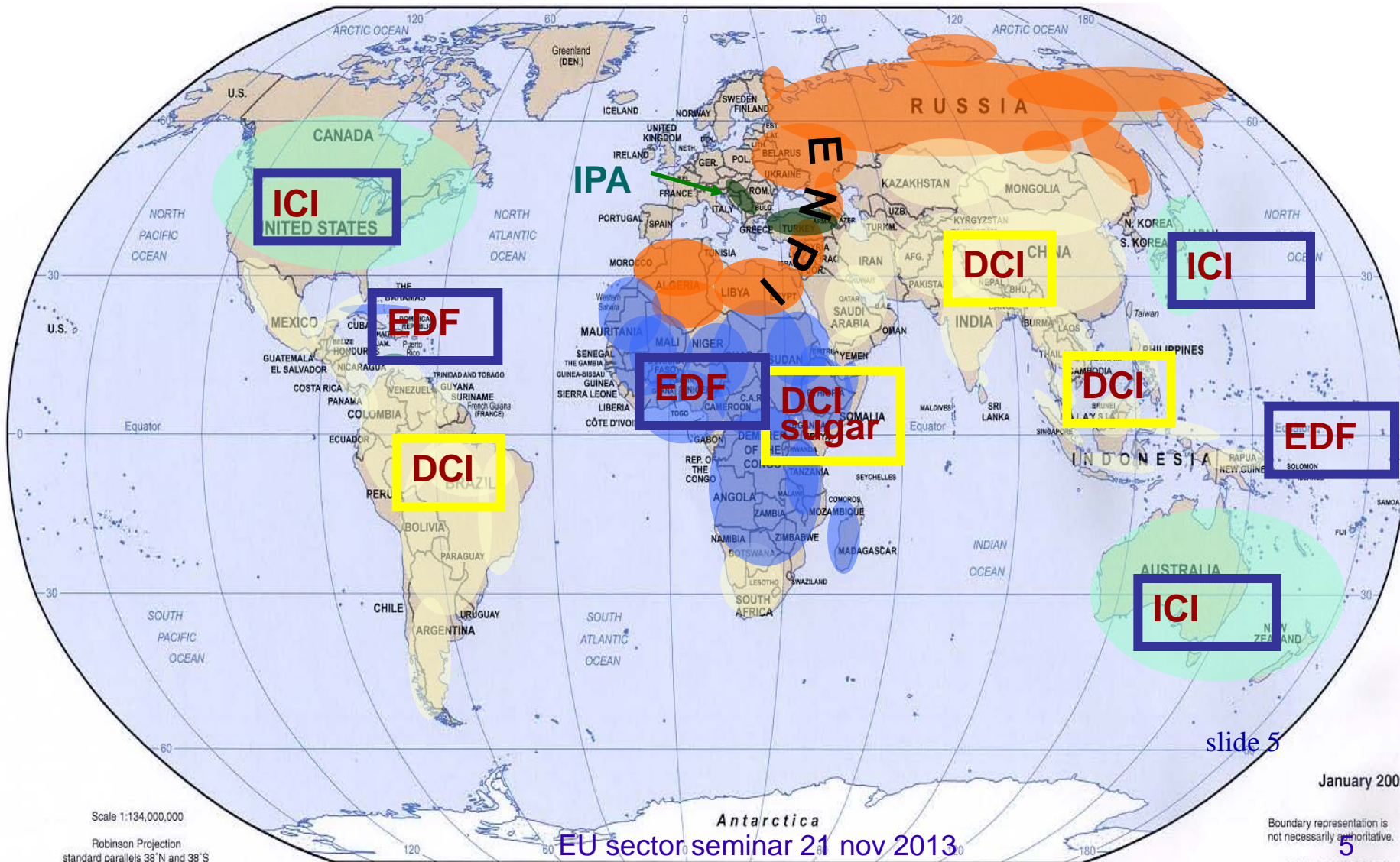


- The EU and its external partners
 - EU – 28
 - EEA
 - candidate and potential candidate countries (IPA)
 - their neighbours in the south and the east (ENPI)
 - the other Partners :
 - ACP countries - EDF
 - Asian and Latin American countries - DCI
 - the industrialised countries – ICI

Different partners, different relations...



Geographic scope



slide 5

January 2002

Boundary representation is
not necessarily authoritative.

5

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EC Financial Instruments (2007-2013)

Guidelines on participation in EU cooperation

European Instrument for Democracy and Human Rights - €1,104 billion

Instrument for Stability - €2 billion

Nuclear Safety - €0,524 billion

Industrialized Countries Instr.
(ICI) €0.175 billion - 17 countries

Instrument for Pre-Accession
(IPA) €11,5 billion - 8 countries

European Development Fund
(EDF) €22,7 billion - 79 countries

European Neighborhood and
Partnership Instrument (ENPI)
€12 billion – 16+1 countries

Development and Cooperation
(DCI) - €10 billion – 47+1 countries

Investing in People
€1,060 billion

Non-State Actors and Local Authorities
€1,639 billion

Environment and Natural Resources
€0,987 billion

Food Security
€0.925 billion 2007-2010

Migration and Asylum
€0,384 billion

Geographical instrument with a specific legal basis

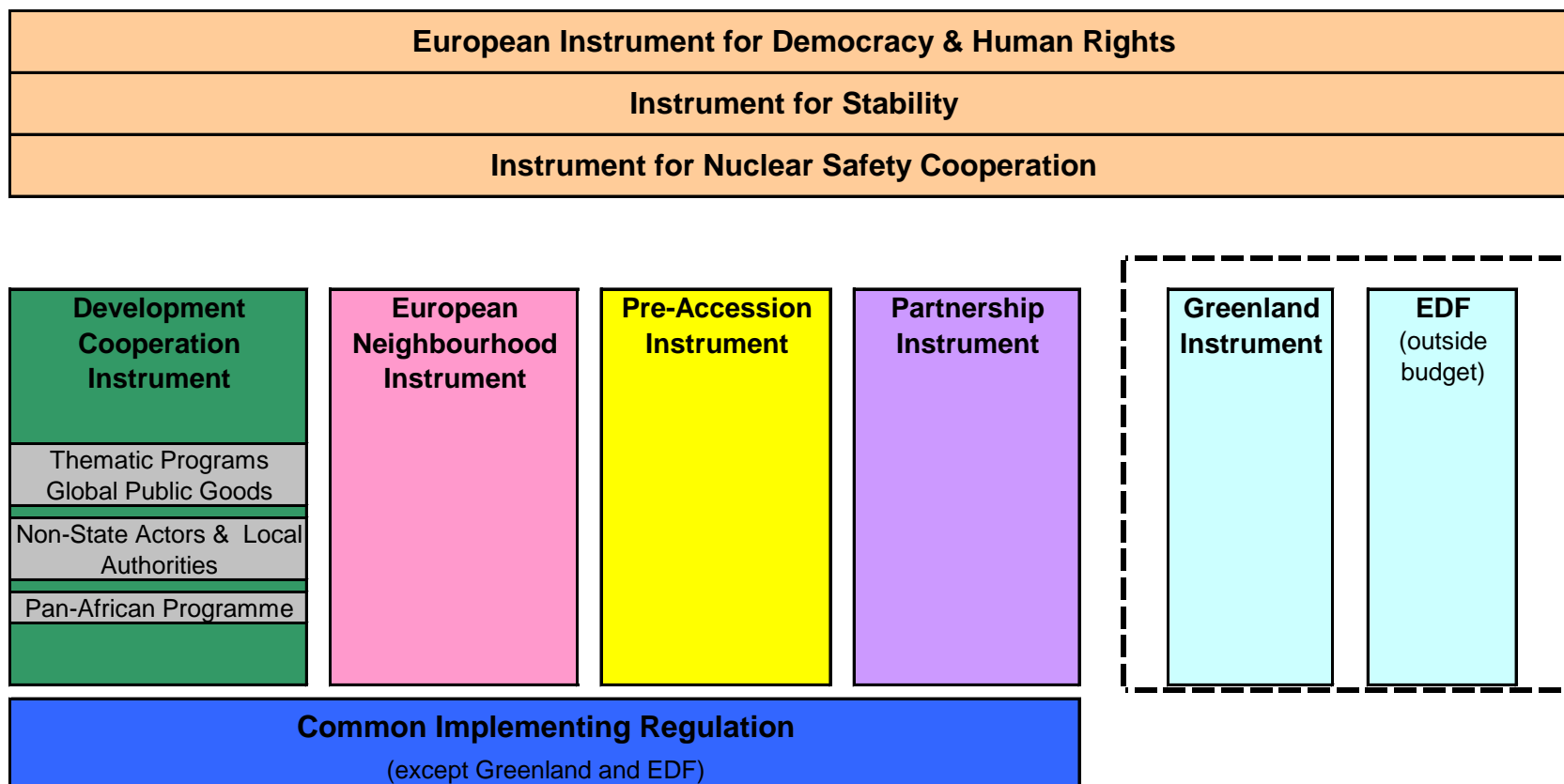
Horizontal instrument with a specific legal basis

Thematic programme included in the DCI legal basis



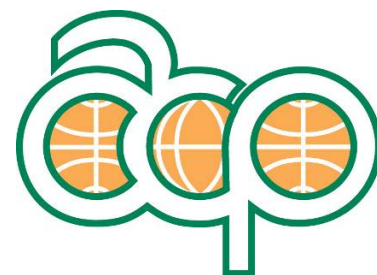
From 2014 onwards..new financial instruments

The proposed instruments





- Who are contracting ?
 - Direct centralised management :
 - EU Delegations (130 worldwide)
 - EuropeAid / Devco
 - Decentralised management :
 - Partner countries: NAO, technical ministries, ...
- Other actors
 - EEAS
 - Member States,





- Who are bidding and implementing ?
 - Private companies
 - NGOs
 - Universities
 - International organisations
 -





Public procurement 'versus' Grants

Looking for opportunities to sell your services (or goods?)

- **Public contracts** – awarded through **calls for tender** (public procurement) to buy **services, supplies, works**

Looking for money to fund your project?

- **Grants** – awarded through **calls for proposals** to cofinance specific projects or objectives



Public Procurement Contract

- Contracting Authority (CA) defines the action (basis = ToR)
- CA finances 100%
- action can give rise to profits
- CA is « owner »

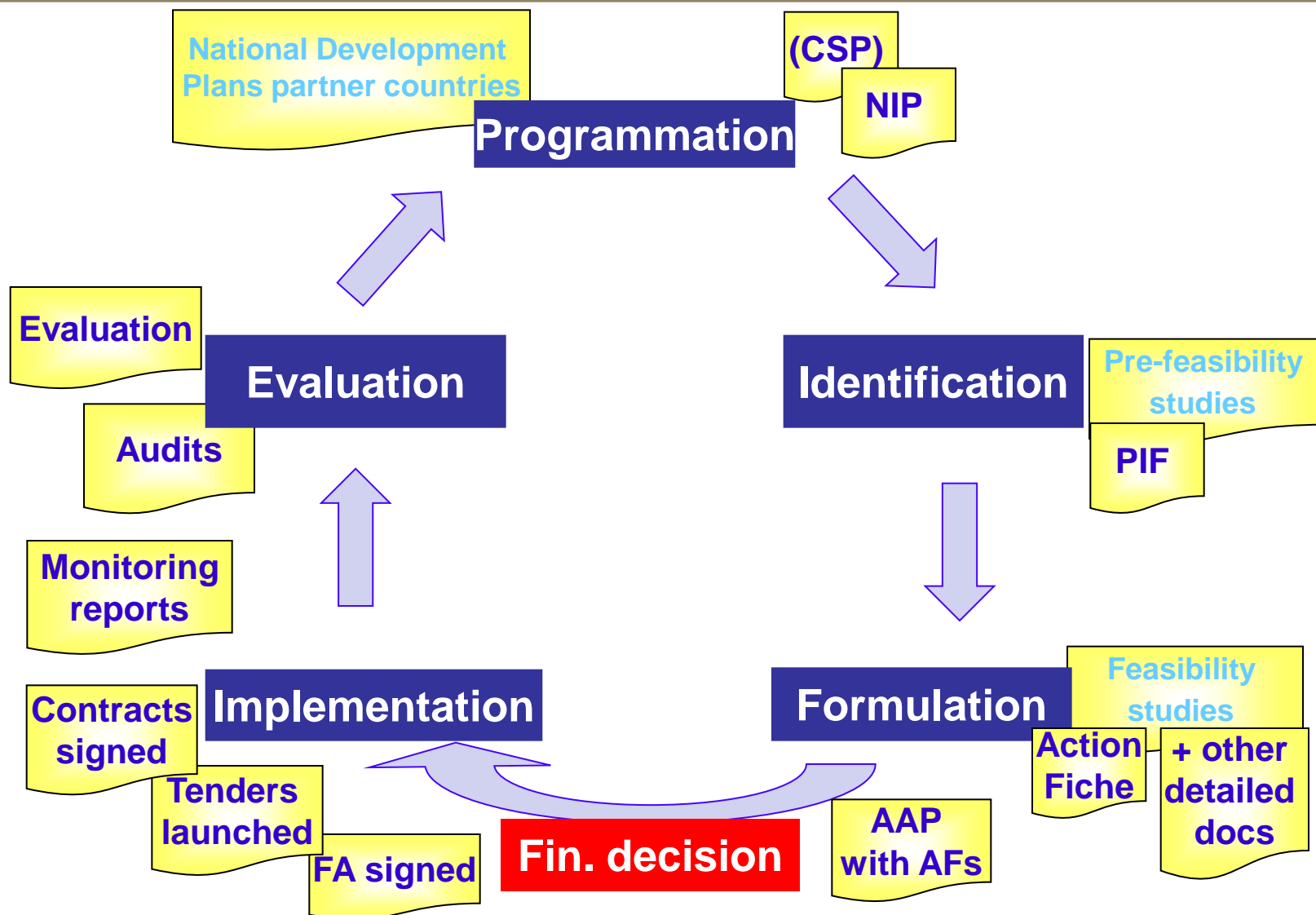
Grant Contract

- Grant beneficiary (GB) proposes the action (basis = guidelines)
- GB co-finances
- action cannot give rise to profits; non-commercial nature
- GB is « owner »



EU Cycle of operations and prospection

Guidelines on participation in EU cooperation





Where to find EU country programmes?

The screenshot shows the 'European Union EXTERNAL ACTION' website. The header includes the EU flag and navigation links like 'Contact', 'Legal notice', 'Search', and 'A-Z Index'. A language dropdown is set to 'English (en)'. The main navigation bar lists 'EUROPA > EEAS > Strategy Papers' and various service areas. A left sidebar contains a 'Home' link and a menu for 'EU AROUND THE GLOBE' with sub-items: 'EU Delegations', 'Regions', 'Countries' (highlighted), 'Enlargement', 'Regional policies', 'Election Observation Missions'. The main content area features a '(Select a Country)' dropdown, a title 'Country Strategy Papers 2007-2013', and a note: 'National Indicative Programmes, where appropriate, are at the end of the pdf file.' Below this is an alphabetical index 'A B C E G H I J K L M N O P Q R S T U V W Y'. Under the letter 'A', a list of countries is shown with links to their respective documents, file sizes, and language indicators (e.g., 'Afghanistan' [379 KB] de fr, 'Albania' [361 KB], 'Algeria' [236 KB] de fr, 'Angola', 'Antigua', 'Argentina' [418 KB] de es fr + 'Mid-Term Review + Indicative Programme 2011-2013' [2 MB], 'Armenia' [262 KB] de fr + 'National Indicative Programme 2011-2013' [227 KB], 'Asia' [77 KB] de fr + 'Multi-annual indicative Programme 2007-2013' [57 KB] de fr + 'Mid-Term Review' [265 KB] + 'Multi-annual'). A right sidebar contains 'Print', 'A A+ A++ Sitemap', and 'Related links' with links to 'Regional Strategy Papers 2007-2013', 'Archive - Country Strategy Papers', 'Candidate and Potential Candidate Countries (Enlargement Process)', and 'African, Caribbean and Pacific States (ACP)'.

http://eeas.europa.eu/sp/index_en.htm



Where to find Action Fiches ?



European Commission

Legal notice | Contact | Search | English (en) ▼

DEVELOPMENT AND COOPERATION – EUROPEAID

European Commission > EuropeAid > Work with us > Annual programmes

Homepage

Who we are

What we do

Where we work

How we work

Work with us

Funding

Annual Programmes

Online services

Procedures & documents

Communication manual

Multimedia library

Annual Programmes

Through Annual Programmes, EuropeAid informs about forthcoming activities which will receive financial support.

Annual Action Programmes

Annual Action Programmes (AAP) are financing decisions adopted by the European Commission, to reserve funds for regional and country-based external cooperation programmes and for the implementation of thematic programmes. AAPs specify the objectives pursued, the fields of intervention, the expected results, the management procedures and total amount of financing planned. In addition, AAPs contain a description of the operations to be financed, an indication of the amounts allocated for each operation and an indicative implementation timetable.

Annual Action Programmes [2013](#) - [2012](#) - [2011](#) - [2010](#) - [2009](#) - [2008](#)

Annual Work Programmes for Grants

Annual Work Programmes for Grants (AWP) identify the grants that are planned to be awarded during the year, notably through Calls for proposals. The AWP specifies the legislation, the objectives and the schedule of Calls for proposal with an indicative amount and the expected result. In case of substantial change during the year an update of the AWP will be published. The AWP is indicative, and interested parties should also closely monitor the [Call for proposals & Procurement notices](#) where the individual calls are published with detailed guidelines.

Annual Work Programmes for Grants [2013](#)

Annual Programmes

[AAP 2013](#)

[AAP 2012](#)

[AAP 2011](#)

[AAP 2010](#)

[AAP 2009](#)

[AAP 2008](#)

[AAP 2007](#)

[AWP 2013](#)

[AWP 2012](#)

[AWP 2011](#)

[AWP 2010](#)

[AWP 2009](#)

[AWP 2008](#)

[AWP 2007](#)

[AWP 2006](#)

[AWP 2005](#)

http://ec.europa.eu/europeaid/work/ap/index_en.htm



Key documents per country ?



DEVELOPMENT AND COOPERATION – EUROPEAID

European Commission > EuropeAid > Where we work > ... > Country cooperation > Ghana

Homepage

Who we are

What we do

Where we work

Africa, Caribbean & Pacific

- Overview
- Multi-country and regional cooperation
- Country cooperation

Asia & Central Asia

Latin America

Gulf region

Our Neighbourhood & Russia


Overseas territories

How we work

Work with us

Multimedia library

Ghana

Click on  to see examples of projects in this country



Position of symbol does not necessarily reflect the actual coordinate of intervention.

Ghana is well placed to meet some of the Millennium Development Goals (MDGs) by 2015, has already qualified as a lower middle-income country, has showed robust GDP growth and has twice experienced peaceful transitions of power following democratic elections. Oil in commercial quantities was discovered off-shore in 2007 while



Key documents

- Country Strategy Paper 2008-2013
- Country Strategy Paper 2002-2007

Annual Programmes

- AAP 2012 / Action fiches
- AAP 2011 / Action fiches
- AAP 2008 / Action fiches
- AAP 2009 / Action fiches
- Measure 2009 - Special measures in favour of Central African Republic, Ghana, Haiti, Malawi, Sierra Leone and

<http://ec.europa.eu/europeaid/where/acp/country-cooperation>



Where to find tender opportunities?



European Commission

Legal notice | Contact | Search English (en) ▼

DEVELOPMENT AND COOPERATION – EUROPEAID

European Commission > EuropeAid > Work with us > Funding

Homepage

Who we are

What we do

Where we work

How we work

Work with us

Funding

- Apply for grant or contract
- Recipients of EU funds

Annual Programmes

Online services

Procedures & documents

Communication manual

Multimedia library

Funding

Grants are awarded as donations to third parties that are engaged in external aid activities. Procurement procedures are launched when the Contracting Authority wants to purchase a service, goods or work in exchange for remuneration. Procedures for grants and contracts under the relevant EU external aid programmes are consolidated in the [Practical Guide](#).

Calls for proposals & Procurement notices

Recipients Contracts & Grants

Grants

Grants are direct **financial contributions** from the **EU budget** or from the [European Development Fund](#). They are awarded as donations to **third parties** that are engaged in external aid activities. The **Contracting Authority** awards grants that are used to implement projects or activities that relate to the EU's external aid programmes.

Grants fall into two categories:

- Grants for actions:** aim to achieve an objective that forms part of an external aid programme.
- Operating grants:** finance the operating expenditure of an EU body that is pursuing an aim of general European interest or an objective that forms part of an EU policy.

Grants are based on the **reimbursement** of the eligible costs, in other words, costs effectively incurred by the beneficiaries that are deemed necessary for carrying out the activities in question. The **results of the action** remain the property of the beneficiaries.

Grants are subject to a **written agreement** signed by the two parties and, as a general rule, require **co-financing** by the grant beneficiary. Since grants cover a very diverse range of fields, the specific conditions that need to be fulfilled may vary from one area of activity to another.

Those intending to **apply** for a grant should consult the [calls for proposals](#).

Contracts

Funding

- AAP 2013
- AAP 2012
- AAP 2011
- AAP 2010
- AAP 2009
- AAP 2008
- AAP 2007
- AWP 2013
- AWP 2012
- AWP 2011
- AWP 2010
- AWP 2009
- AWP 2008
- AWP 2007
- AWP 2006
- AWP 2005

Related links

- Apply for grant or contract
- Practical guide to contract procedures
- Guide to publications of call for proposals and call for tenders
- Common Procurement Vocabulary (CPV)- describes subject of procurement contract

Thematic programmes

http://ec.europa.eu/europeaid/work/funding/index_en.htm



Where to find tender opportunities?

Legal notice | Contact | Search English (en)

 **DEVELOPMENT AND COOPERATION - EUROPEAID**
Calls for proposals & Procurement notices

European Commission > EuropeAid > Work with us > Funding > Calls for proposals & Procurement notices

Calls for proposals & Procurement notices

Latest Publications | **Search by reference** | **Advanced Search** | **Help**

Programme

Type ☐ Grants ☐ Supplies ☒ Services ☒ Works

Status ☐ Closed ☒ Open ☒ Forecast

Geographical Zone **Published After** **Published before**

Your selection returned 5 record(s) Display 10 - 15 - 25 - 50 calls per page.

Ref. # - Title	Published	Updated	Status	Type	Geographical Zone	Programme
134834 - Technical Assistance for EU Support to ECOWAS Regional Peace, Security and Stability Mandate (EU-ECOWAS PSS)	23/07/2013	8/10/2013	Forecast	Services	West Africa Region	Africa, Caribbean and Pacific
134948 - Framework Service Contract in the field of external audit of programmes and projects of external aid	3/10/2013	3/10/2013	Open » 6/12/2013	Services	All Countries	Others
135016 - Technical assistance to the National Media Commission	3/09/2013	3/09/2013	Forecast	Services	Ghana	Africa, Caribbean and Pacific
134942 - Support to the Regional Authorising Officer (ECOWAS Commission) in the implementation of European Development Fund projects	13/08/2013	13/08/2013	Forecast	Services	West Africa Region	Africa, Caribbean and Pacific
128042 - Study / Review of Brazilian, Russian, Indian, Chinese (BRIC) Policy Positions on / across selected Environmental Issues, including their Relations with the EU and some of our Partners (e.g. Africa)	4/02/2009	17/06/2011	Forecast	Services	All Countries	Environment

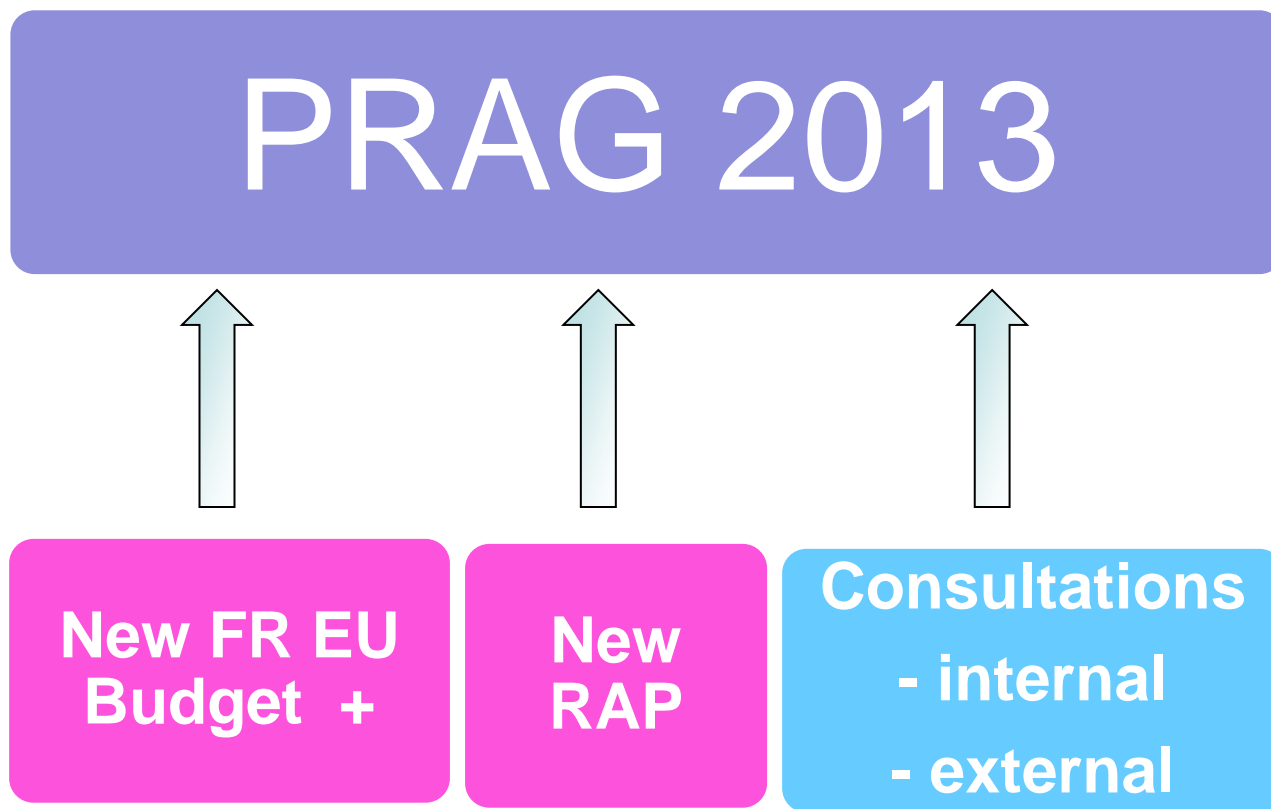
Display 10 - 15 - 25 - 50 calls per page.

| Top

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1284977262222&do=publi.welcome&userlanguage=en>



What rules apply ?





What rules apply ?

On-going
contracts or
signed < 31/12

- Docs in force at signature
- In this case: signature = Contr. Auth.

Situation EDF

- Financial regulation 11th EDF will be aligned with FR Budget
- ! Rules applicable to EU BUDG also applicable to contract procedures
EDF 10 (COT - annex IV - art 19c)

Contracts
signed in 2013
and after

- Docs in force at moment of launching the procurement procedure
- => For international restricted Service tenders and open tenders Works:
date of publication contract notice

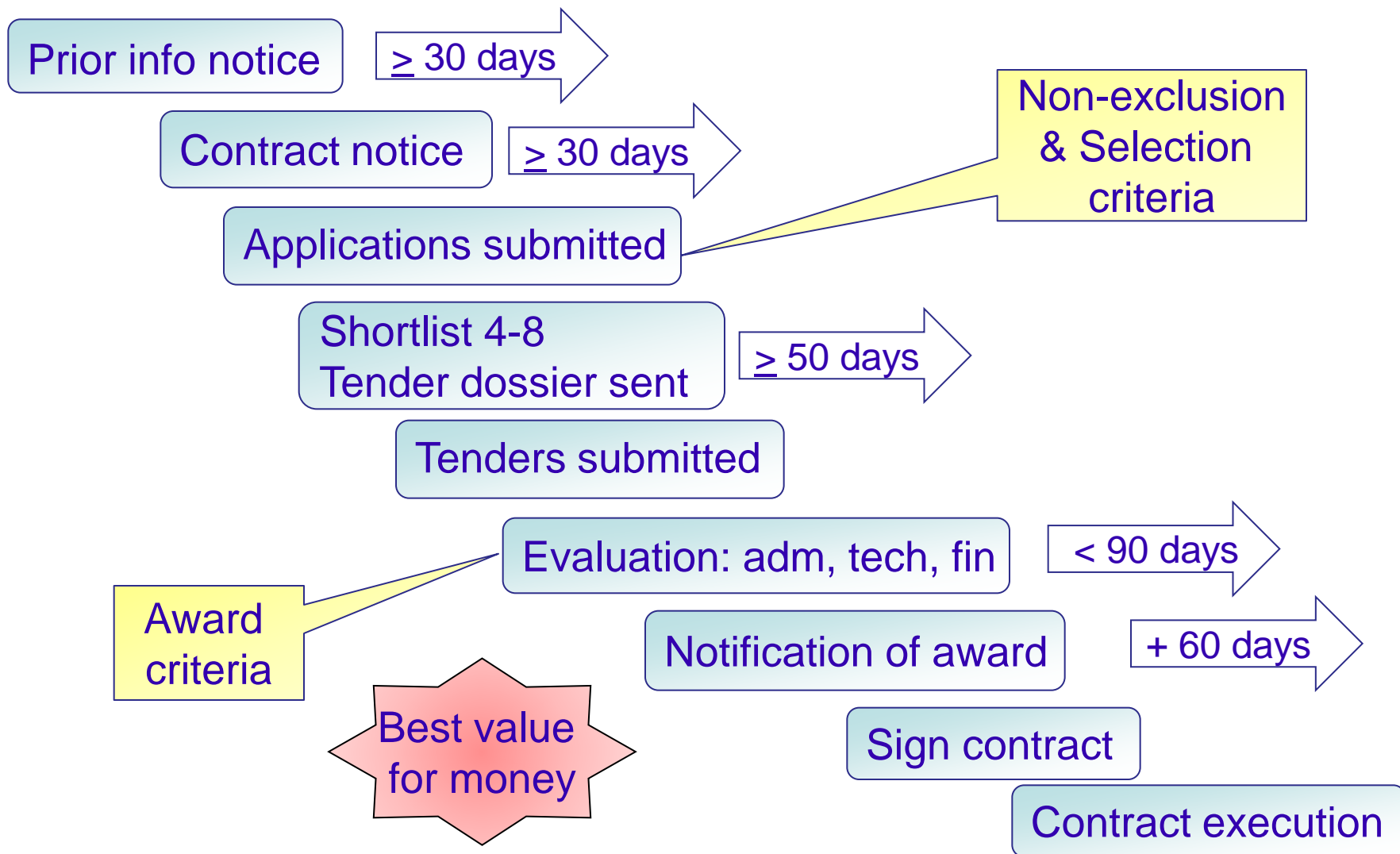


Which procurement ceilings ?

Procedures PRAG - 2013	Services	Supplies	Works
International open	N/A	$\geq 300\ 000$	$\geq 5\ 000\ 000$
Local open	N/A	$< 300\ 000$ but $\geq 100\ 000$ <u>or</u>	$< 5\ 000\ 000$ but $\geq 300\ 000$
International restricted	$\geq 300\ 000$	N/A	$\geq 5\ 000\ 000$ (exceptional)
Framework contract	$< 300\ 000$ but $> 20\ 000$ <u>or</u>	$< 300\ 000$ but $>$ $20\ 000$ <u>or</u>	N/A
Competitive negotiated	$< 300\ 000$ but $> 20\ 000$	$< 100\ 000$ but $>$ $20\ 000$	$< 300\ 000$ but $> 20\ 000$
Single tender	$\leq 20\ 000$ Purchase against invoice if $\leq 2\ 500$	$\leq 20\ 000$ Purchase against invoice if $\leq 2\ 500$	$\leq 20\ 000$

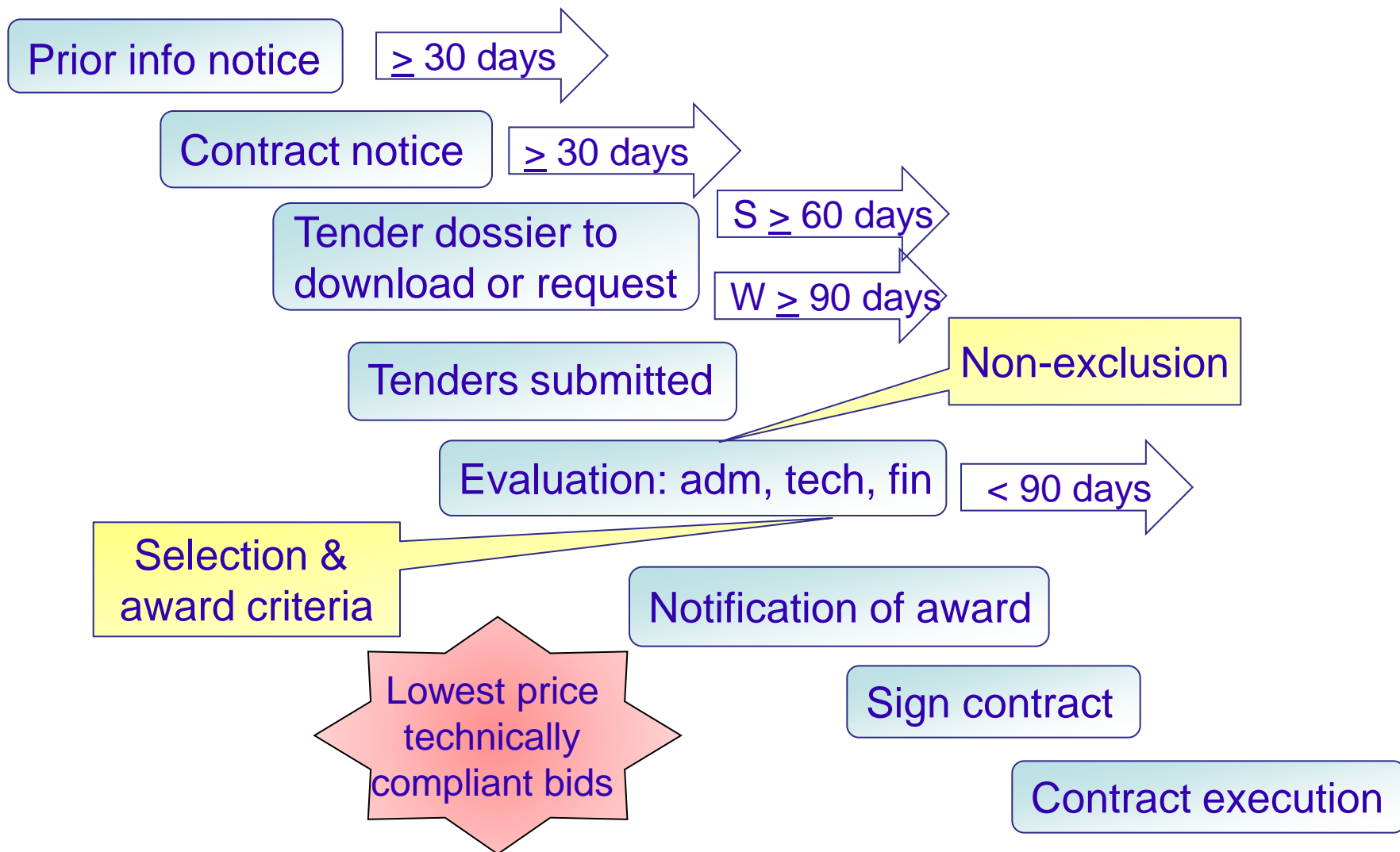


Procurement process Services: steps?





Procurement Supplies/Works: steps?





Which trends in EU procurement?

- Larger contracts => bigger consortia
- Increased competition
- FWC versus comp. negotiated
- Quality of consortia and complementarity
- Organisation & methodology now more important than experts (60/40)
- Blending => procurement via investment banks





Tips & tricks (potential) providers

- Monitor EU opportunities in an early stage
- Determine your expertise/ added value
- Adapt company CV & references (EU format)
- Promote yourself as a reliable partner to solid (lead) partners in consortia
 - references, specific/complementary expertise, field expertise incl. local, experts
- Develop internal expertise on EU development policies and acquisition opportunities
 - Know the PRAG and related doc, stay informed of updates (EuropeAid website, Permanent Rep., ...)

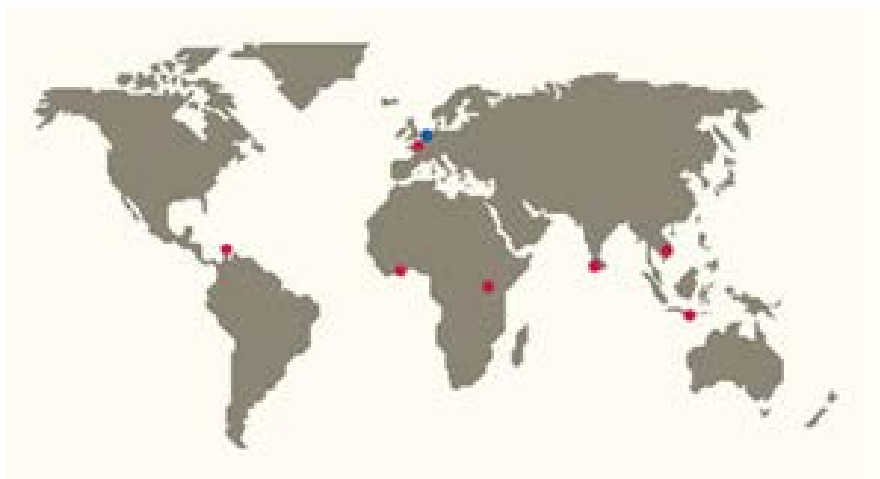


Sources of information

- http://ec.europa.eu/europeaid/index_en.htm
- <http://ted.europa.eu/TED/main/HomePage.do>
- <http://www.eeas.europa.eu>
- http://ec.europa.eu/budget/biblio/documents/regulations/regulations_en.cfm
- http://ec.europa.eu/budget/contracts_grants/info_contracts/doing_business/do_business_en.cfm
- http://ec.europa.eu/budget/biblio/publications/publications_en.cfm
- contact the Delegation of the EU or their website



- MDF is a global training and consultancy agency, with 30 years of experience in international development cooperation, focussing on:
 - Project and Programme Management for Development Results
 - Developing Learning Organisations
 - Creating competent professionals
 - Facilitating high performing partnerships



Our World is about People



- MDF Brussels is specialised in EU external cooperation, as partner or leader in EU programmes and as provider of open entry and tailor made courses on EU funding

MDF Brussels: Calendar 2014	
Trainings	Dates
GRANTS (mod. 1): How to obtain EU external cooperation funding?	17 – 19 February 2014 2 – 4 June 2014 17 – 19 November 2014
GRANTS (mod. 2): How to manage an EU external cooperation grant contract?	20 – 21 February 2014 3 – 4 April 2014 5 – 6 June 2014 11 – 12 September 2014 20 - 21 November 2014
EU PROCEDURES (Module 1): PROCUREMENT procedures and service contract management for EU external actions	10 – 12 March 2014 16 – 18 June 2014 3 – 5 November 2014
EU PROCEDURES (Module 2): Decentralised operations and PROGRAMME ESTIMATES for EU external actions	13 – 14 March 2014 19 – 20 June 2014 6 – 7 November 2014
Place: Brussels Language: English (these courses are also available in FRENCH for tailor made services)	



www.mdf.nl

info@mdfbrussels.be