



## Volunteering Equality Rights Action VERA 2024



Co-funded by  
the European Union

Project Number: 101140501

(Revealing European Values in Volunteering in Europe - REVIVE Project No. 101051131)

### VERA 2024: Volunteering, Equality, Rights, Action (REVIVE 2024)

CEV **full member** organisations based in EU countries in at least their **second year of membership** are invited to apply for a grant of **11,225 €**.

The overall aim of the subgrants, made possible through the EU CERV fund allocated to CEV as part of a Framework Partnership Agreement, is to **build capacity in the volunteering sector to advance gender equality and tackle multiple and intersecting discrimination, involving the full diversity of genders and other discriminating factors especially as concerns people with disabilities.**

#### **Eligibility:**

In order to qualify to receive the funding organisations must be:

1. In order to qualify to receive the funding, organisations must be a CEV full member organisation based in an EU country in at least their second year of membership. They should have the capacity and willingness to involve CEV volunteers in their activities for a minimum of 33 days per grant (registered via regularly submitted monthly timesheets), bringing an additional added value to their work and expanding the international volunteer network.
2. They must also be able to pay an increased contribution to CEV running costs topping up their regular membership fee from their own sources in order to contribute to the costs related to managing the sub granting process so that this burden is not unfairly put on member organisations not benefiting from the sub granting process.

#### **Good to know:**

- A maximum total of **179,600** euros for sub-granting is available. The aim is to divide this total amongst the 2 “VERA” focus areas - (**89,800** euros per area).
- The funds for each focus area will be divided into units of **11,225** euros each.
- Grants can be awarded to more than one organisation in each focus area.
- A CEV Full Member organisation based in an EU member state (European Networks excluded) can apply for one or both of the focus areas.
- Grants can be awarded to more than one organisation in the same member state. A minimum of 2 grants and maximum of 16 grants will be awarded. Applicants can be granted none, some, or all of the requested amount in units (lump sums) of **11,225** euros up to a maximum of **22,450** euros per applicant.
- Geographical balance of distribution will be taken into account by the awarding committee in the final decision.
- Sub grant recipients must engage directly at least 200 people per **11,225** euros granted.

**Use of the grants:** Applicants can choose from the two “VERA” options.

1. **Volunteering & Equality:** Research & Consultation to discover the extent to which volunteering involves people/citizens representing the full diversity of genders and other discriminating factors, in particular people with disabilities. how to use the Blueprint for



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European Volunteering 2030 (BEV2030) to advance volunteer engagement in a more inclusive way at national or regional level and so becoming more diverse, especially as regards involving people with disabilities as volunteers will be an essential component.

**Outputs:** National or regional fact sheet/ report on volunteering including data on diversity in particular how people with different disabilities are involved as volunteers and what barriers exist that prevent it as well as a National or Regional Volunteer Development Plan (using the gathered data as the evidence base) with a central focus on rights of people with disabilities to have access to volunteering opportunities and diversity in volunteering in general.

- 2. Rights & Action:** Events, campaigns & Activities linking EU policies that facilitate the involvement of people with disabilities to volunteer, such as the European Disability Card, to active citizen engagement through volunteering contributing to resilience, the recovery process and society based on values and rights. This should contribute to the development of local volunteer development strategies and their implementation in candidate and/or winning municipalities involved in the European Volunteering Capital Competition, facilitating volunteering for people who have disabilities.

**Outputs:** Inclusive Volunteering campaign and event development and implementation connected when possible to national/ regional volunteering weeks, conferences and festivals together with local volunteer development plans including the methodology for cross sector collaboration, strengthening of volunteer centres/networks and other support structures ensuring quality and inclusive volunteering at the local level especially for people with disabilities.

**The procedures for the selection and awarding are based on the principles of proportionality, sound financial management, equal treatment and non-discrimination.**

## Timeline:

**15 January 2024:** Call for proposals distributed

**5 February (10:00-11:00 CET):** Online Information session

**15 March 2024 (17:00 CET):** Deadline for applications

**16 March 2024:** Pre-sift stage - Applications will be assessed by the CEV secretariat to ensure eligibility, completeness, and compliance with all the Call guidelines and characteristics. Due diligence processes will be carried out whenever there is reason to doubt that an organisation does/will not comply with its stated objectives and/or EU Values. Applications that do not pass this threshold will not be submitted to the following stages and applicants will be informed and given an explanation of the reasons. Appeals are possible at this stage to contribute to ensuring full transparency of the process.

**16 March 2024:** Due diligence checks

**16 - 31 March 2024:** Decisions taken, signing of agreements and first payment (80% of the total)

**1 April - 10 December 2024:** Eligibility period for activities.

**Reporting and final payment:** Reporting will be arranged on a continuous basis with a final wrap up report due maximum two weeks after the last activity, but at the **latest 10 December**. The final payment of up to 20% of the granted amount will be transferred to the grantee before 31st December 2024 depending on the report evaluation and the meeting of targets.

Procedure for the selection of third parties and of granting and monitoring funds.  
There will be a twelve-step procedure for the granting of funds:

1. **The call is launched** (following all necessary EACEA administrative requirements), and all eligible Member Organisations of the network are informed.
2. **Proposal submission** via google form and email.
3. **The Call closes** at the deadline 2 months after the Call was opened.
4. **Pre-sift stage:** Applications will be assessed by the CEV secretariat to ensure eligibility, completeness, and compliance with all the Call guidelines and characteristics. Due diligence processes will be carried out whenever there is reason to doubt that an organisation does/ will not comply with its stated objectives and/or EU Values. Applications that do not pass this threshold will not be submitted to the following stages and applicants will be informed and given an explanation of the reasons. An easily accessible system for appeals at this stage will be established in order to contribute to ensuring full transparency.

**CEV's internal processes to comply with due diligence obligations, including on the adherence to EU values, are as follows:**

- Organisation and Good Standing: Statutes; organisational chart; details of Board members.
- Activity Reports: Reports from the last two available years
- Financial Information: Audited financial statements for the most recent two available years; Auditor's Reports; description of internal control processes.
- Assets and intellectual property: A list if not already included in the Audit report
- Employees and Volunteers and employment and volunteering conditions: List of employees and key volunteers and their CVs; details of employment conditions e.g. contract/ freelance and length of time with the organisation; details of volunteering conditions e.g. agreements and adherence to applicable volunteering legal framework/s; details of any employee or key volunteer departures in the last two years including any related problems including alleged wrongful dismissal, harassment, discrimination, and labour disputes or grievances.
- Licences, permits and Quality Labels: A comprehensive list.
- Litigation: List of any pending and/or threatened litigation.
- Insurance: Details of insurance coverage and insurance claims in the last two years.

5. **Assessment Stage:** After the initial sifting process eligible applications will be sent to the members of the Awarding Committee. CEV's system for preventing, detecting, mitigating, reporting on and remedying suspected or actual cases of conflict of interest in the selection procedures include careful selection of the members of the Awarding Committee. A pool of potential members larger than the required number of 5 will be identified and the final membership only confirmed after the pre-sift stage and eligible applicants are known. Awarding committee members will sign a declaration of honour concerning absence of direct connection to any of the applicants and/ or any conflict of interest. They will also sign a declaration of confidentiality. The evaluation procedures and the people involved will incorporate the necessary expertise to ensure that only organisations defending EU values will qualify for grants.

During the assessment phase all proposals are assessed against the following criteria:

- Project delivery plan/ viability & feasibility (20%)
- Expertise of team/capability (30%)
- Creativeness, innovation, and risk (10%)
- Added value, Impact potential & sustainability (20%)
- Value for money (20%)

6. **Moderation:** After assessment, the CEV Chief Financial Officer will compile an overview of all assessments, pulling together comments to provide a collective outcome in the form of a 'Fund' or 'No Fund' recommendation against each proposal.

7. **Challenge:** In the case that not all available funds are earmarked for funding in this first round, non-successful applicants that passed the pre-sift phase will be invited to submit a

revised proposal according to the feedback from the Awarding Committee that clearly indicates how the proposal has been changed in order to respond to all the feedback concerning the weaknesses in the proposal.

8. **Awarding Committee meeting:** The members of the Awarding Committee will meet in Brussels at the applicant's office with the CEV Director and the Chief Financial Officer, as well as the CEV LEAR and FSIGN in the case that these functions are not held by the Director or CFO, to discuss all the applications and the recommendations concerning funding. At the end of the meeting, a decision is made against each proposal on whether to fund it, taking into account also geographical balance in the case of overdemand; the final decision lies with the LEAR and FSIGN.
9. **Decision announcement:** Applicants will be notified by email of the decision made concerning their proposal, including feedback on their application.
10. **Signing of sub-grant agreements:** Successful applicants will be invited to sign a sub-grant agreement that will detail all the terms and conditions of the sub-grant. In addition to adherence to EU values and internal conditions agreed by the CEV Board to ensure fairness and adherence to network rules, the agreements will extend the following obligations from the PFA: avoiding conflict of interest (Art. 12); confidentiality and security obligations (Art. 13); ethics (Art. 14); visibility to EU funding (Art. 17); information obligations (Art. 19); record keeping (Art. 20). The agreements will also specify that the bodies mentioned in Article 25 (e.g. granting authority; the European Court of Auditors (ECA); the European Anti-Fraud Office (OLAF) have the right to carry out checks, reviews, audits and investigations on the recipients, and in particular to audit the payments received as referenced in Article 9.4 of the Annotated Grant Agreement. Successful grantees will additionally be required to sign a Declaration on Honour that states that breaches of the grant agreement will make the potential beneficiary liable to exclusion, administrative sanctions and/ or cancelling of funding.
11. **Payment of the pre-financing:** 80% of the total granted amount will be transferred to the grantee within one week of the signing of the agreement.
12. **Reporting and final payment:** Reporting will be arranged on a continuous basis in order to facilitate the continuous reporting obligations in the context of the overall CERV OG. A final wrap up report is due two weeks after the end of the activities but at the latest 10 December 2024. The final payment of up to 20% of the granted amount will be transferred to the grantee before 31 December 2024 depending on the report evaluation and the meeting of targets. The reports will be evaluated by the CEV Director and Chief Financial Officer with the support of other team members as required. **Sub grantees will be informed of the requirement to keep all relevant accounting records and supporting documents for at least 3 years in case of an audit request.**

In the case that not all available funds are earmarked for funding in this first round, non-successful applicants that passed the pre-sift phase will be invited to submit a revised proposal for an under-allocated funding and/or according to the feedback from the Awarding Committee that clearly indicates how the proposal has been changed to respond to all the feedback concerning the weaknesses in the proposal.

[APPLY HERE](#)