



EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.B – Creativity, Citizens, EU values and Joint operations
B.3 – Citizens and EU Values

GRANT AGREEMENT

Project 101252211 — SPACE

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:

on the one part,

the **European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and

on the other part,

1. 'the coordinator':

ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI), PIC 932287177, established in VIA CUFRA 29, MILANO 20159, Italy,

and the following other beneficiaries, if they sign their 'accession form' (see Annex 3 and Article 40):

2. **COMUNE DI PARMA (COMUNE DI PARMA)**, PIC 996097754, established in STRADA REPUBBLICA 1, PARMA 43121, Italy,

3. **COMUNE DI PONTEDERA (PONTEDERA)**, PIC 969059780, established in CORSO MATTEOTTI 37, PONTEDERA 56025, Italy,

4. **COMUNE DI REGGIO EMILIA (REGGIO EMILIA)**, PIC 996107939, established in PIAZZA PRAMPOLINI 1, REGGIO EMILIA 42100, Italy,

5. **COMUNE DI TORINO (CITTA DI TORINO)**, PIC 986538792, established in PIAZZA PALAZZO DI CITTA 1, TORINO 10122, Italy,

6. **PARES SOCIETA COOPERATIVA (Pares)**, PIC 893304526, established in VIA GIOIA MELCHIORRE 82, MILANO 20125, Italy,

Unless otherwise specified, references to 'beneficiary' or 'beneficiaries' include the coordinator and affiliated entities (if any).

If only one beneficiary signs the grant agreement ('mono-beneficiary grant'), all provisions referring

to the ‘coordinator’ or the ‘beneficiaries’ will be considered — mutatis mutandis — as referring to the beneficiary.

The parties referred to above have agreed to enter into the Agreement.

By signing the Agreement and the accession forms, the beneficiaries accept the grant and agree to implement the action under their own responsibility and in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

The Agreement is composed of:

Preamble

Terms and Conditions (including Data Sheet)

Annex 1 Description of the action¹

Annex 2 Estimated budget for the action

Annex 3 Accession forms (if applicable)²

Annex 3a Declaration on joint and several liability of affiliated entities (if applicable)³

Annex 4 Model for the financial statements

Annex 5 Specific rules (if applicable)

¹ Template published on [Portal Reference Documents](#).

² Template published on [Portal Reference Documents](#).

³ Template published on [Portal Reference Documents](#).

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DATA SHEET

1. General data

Project summary:

Project summary
The project SPACE – “Supporting Participatory Actions for Children’s Engagement on interculturalism and democracy” is based on a partnership of 4 Italian Municipalities (Reggio Emilia, Parma, Pontedera and Torino), a social enterprise (PARES) and ICEI (lead partner). Moreover, the Consortium counts on important supporting entities: the Council of Europe - Intercultural Cities Programme and 5 Municipalities from Spain and Portugal: Castelló de la Plana, Tenerife, Fuenlabrada, Vila Verde and Santa Maria de Feira. The General Objective of the Action is to promote a systematic approach to children's rights at city level by developing local multi-stakeholder strategies and participatory actions to build more inclusive and equitable cities. The construction of this process is based on the valorisation of the role of children (especially those from disadvantaged backgrounds) and their potential with regard to the issues that directly concern them, with a particular focus on policies and actions promoting diversity and inclusion for children. This approach is supported by the strengthening of skills and of coordination efforts between local authorities and the Educational community (schools, educational services, CSOs). Another level of intervention - functional to the creation of an environment favorable to the promotion of children's rights - is the development of an awareness-raising campaign designed and implemented by children, to raise awareness of their role among both technicians and the general public. 3 specific objectives are identified: 1) To improve the capacity of Local authorities, Children and Educational communities in 4 Italian cities to embed a child rights perspective in local policies and actions 2) To develop, implement and evaluate local strategies on the rights of the child, focusing on children participation and inclusiveness 3) To strengthen the role of European municipalities as key actors in promoting children's rights in their territories

Keywords:

- Promoting and protecting the rights of the child, mainstreaming child rights in all relevant policies
- Child Rights, Municipalities, Participation, Equality, Disadvantaged backgrounds, Local level, Multi-stakeholder approach, Educational community, Local policies, European cities

Project number: 101252211

Project name: Supporting Participatory Actions for Children’s Engagement on interculturalism and democracy

Project acronym: SPACE

Call: CERV-2025-CHILD

Topic: CERV-2025-CHILD

Type of action: CERV Lump Sum Grants

Granting authority: European Education and Culture Executive Agency

Grant managed through EU Funding & Tenders Portal: Yes (eGrants)

Project starting date: fixed date: 1 February 2026

Project end date: 31 January 2028

Project duration: 24 months

Consortium agreement: No

2. Participants

List of participants:

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
1	COO	ICEI	ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE	IT	932287177	209 129.69
2	BEN	COMUNE DI PARMA	COMUNE DI PARMA	IT	996097754	79 110.11
3	BEN	PONTEDERA	COMUNE DI PONTEDERA	IT	969059780	75 657.04

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
4	BEN	REGGIO EMILIA	COMUNE DI REGGIO EMILIA	IT	996107939	76 025.22
5	BEN	CITTA DI TORINO	COMUNE DI TORINO	IT	986538792	77 470.45
6	BEN	Pares	PARES SOCIETA COOPERATIVA	IT	893304526	99 348.87
Total						616 741.38

Coordinator:

- ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI)

3. Grant**Maximum grant amount, total estimated eligible costs and contributions and funding rate:**

Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
616 741.38	616 741.38

Grant form: Lump Sum**Grant mode:** Action grant**Budget categories/activity types:** Lump sum contributions**Cost eligibility options:** n/a**Budget flexibility:** No**4. Reporting, payments and recoveries****4.1 Continuous reporting** (art 21)**Deliverables:** see Funding & Tenders Portal Continuous Reporting tool**4.2 Periodic reporting and payments****Reporting and payment schedule** (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/ financial guarantee (if required) – whichever is the latest
					Additional prefinancing	60 days from receiving additional prefinancing report/ financial guarantee (if required) – whichever is the latest
1	1	12	Additional prefinancing report	60 days after end of reporting period	Additional prefinancing	60 days from receiving additional prefinancing report/ financial guarantee (if required) – whichever is the latest
2	13	24	Periodic report	60 days after end of reporting period	Final payment	90 days from

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
						receiving periodic report

Prefinancing payments and guarantees:

Prefinancing payment		Prefinancing guarantee		
Type	Amount	Guarantee amount	Division per participant	
Prefinancing 1 (initial)	246 696.55	n/a	1 - ICEI	n/a
			2 - COMUNE DI PARMA	n/a
			3 - PONTEDERA	n/a
			4 - REGGIO EMILIA	n/a
			5 - CITTA DI TORINO	n/a
			6 - Pares	n/a
Prefinancing 2 (additional)	246 696.55	n/a	1 - ICEI	n/a
			2 - COMUNE DI PARMA	n/a
			3 - PONTEDERA	n/a
			4 - REGGIO EMILIA	n/a
			5 - CITTA DI TORINO	n/a
			6 - Pares	n/a

Reporting and payment modalities (art 21, 22):

Mutual Insurance Mechanism (MIM): No

Restrictions on distribution of initial prefinancing: The prefinancing may be distributed only if the minimum number of beneficiaries set out in the call conditions (if any) have acceded to the Agreement and only to beneficiaries that have acceded.

Interim payment ceiling (if any): 100% of the maximum grant amount

No-profit rule: n/a

Late payment interest: ECB + 3.5%

Bank account for payments:

IT51L0569601614000005750X05 POSOIT2106D

Conversion into euros: n/a

Reporting language: Language of the Agreement or other EU official language, if specified in the call conditions

4.3 Certificates (art 24): n/a**4.4 Recoveries (art 22)****First-line liability for recoveries:**

Beneficiary termination: Beneficiary concerned

Final payment: Coordinator

After final payment: Beneficiary concerned

Joint and several liability for enforced recoveries (in case of non-payment):

Limited joint and several liability of other beneficiaries — up to the maximum grant amount of the beneficiary

Joint and several liability of affiliated entities — n/a

5. Consequences of non-compliance, applicable law & dispute settlement forum

Applicable law (art 43):

Standard applicable law regime: EU law + law of Belgium

Dispute settlement forum (art 43):

Standard dispute settlement forum:

EU beneficiaries: EU General Court + EU Court of Justice (on appeal)

Non-EU beneficiaries: Courts of Brussels, Belgium (unless an international agreement provides for the enforceability of EU court judgements)

6. Other

Specific rules (Annex 5): Yes

Standard time-limits after project end:

Confidentiality (for X years after final payment): 5

Record-keeping (for X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Reviews (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Audits (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Extension of findings from other grants to this grant (no later than X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Impact evaluation (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

CHAPTER 1 GENERAL

ARTICLE 1 — SUBJECT OF THE AGREEMENT

This Agreement sets out the rights and obligations and terms and conditions applicable to the grant awarded for the implementation of the action set out in Chapter 2.

ARTICLE 2 — DEFINITIONS

For the purpose of this Agreement, the following definitions apply:

Actions — The project which is being funded in the context of this Agreement.

Grant — The grant awarded in the context of this Agreement.

EU grants — Grants awarded by EU institutions, bodies, offices or agencies (including EU executive agencies, EU regulatory agencies, EDA, joint undertakings, etc.).

Participants — Entities participating in the action as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties.

Beneficiaries (BEN) — The signatories of this Agreement (either directly or through an accession form).

Affiliated entities (AE) — Entities affiliated to a beneficiary within the meaning of Article 190 of EU Financial Regulation 2024/2509⁴ which participate in the action with similar rights and obligations as the beneficiaries (obligation to implement action tasks and right to charge costs and claim contributions).

Associated partners (AP) — Entities which participate in the action, but without the right to charge costs or claim contributions.

Purchases — Contracts for goods, works or services needed to carry out the action (e.g. equipment, consumables and supplies) but which are not part of the action tasks (see Annex 1).

Subcontracting — Contracts for goods, works or services that are part of the action tasks (see Annex 1).

In-kind contributions — In-kind contributions within the meaning of Article 2(38) of EU Financial Regulation 2024/2509, i.e. non-financial resources made available free of charge by third parties.

⁴ For the definition, see Article 190 Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union (recast) ('EU Financial Regulation') (OJ L, 2024/2509, 26.9.2024): "**affiliated entities** [are]:

- (a) entities that form a sole beneficiary [(i.e. where an entity is formed of several entities that satisfy the criteria for being awarded a grant, including where the entity is specifically established for the purpose of implementing an action to be financed by a grant)];
- (b) entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Article 138(1) and 143(1) and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation".

Fraud — Fraud within the meaning of Article 3 of EU Directive 2017/1371⁵ and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995⁶, as well as any other wrongful or criminal deception intended to result in financial or personal gain.

Irregularities — Any type of breach (regulatory or contractual) which could impact the EU financial interests, including irregularities within the meaning of Article 1(2) of EU Regulation 2988/95⁷.

Grave professional misconduct — Any type of unacceptable or improper behaviour in exercising one's profession, especially by employees, including grave professional misconduct within the meaning of Article 138(1)(c) of EU Financial Regulation 2024/2509⁸.

Applicable EU, international and national law — Any legal acts or other (binding or non-binding) rules and guidance in the area concerned.

Portal — EU Funding & Tenders Portal; electronic portal and exchange system managed by the European Commission and used by itself and other EU institutions, bodies, offices or agencies for the management of their funding programmes (grants, procurements, prizes, etc.).

CHAPTER 2 ACTION

ARTICLE 3 — ACTION

The grant is awarded for the action **101252211 — SPACE** ('action'), as described in Annex 1.

ARTICLE 4 — DURATION AND STARTING DATE

The duration and the starting date of the action are set out in the Data Sheet (see Point 1).

CHAPTER 3 GRANT

ARTICLE 5 — GRANT

5.1 Form of grant

⁵ Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight against fraud to the Union's financial interests by means of criminal law (OJ L 198, 28.7.2017, p. 29).

⁶ OJ C 316, 27.11.1995, p. 48.

⁷ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

⁸ 'Professional misconduct' includes, in particular, the following: violation of ethical standards of the profession; wrongful conduct with impact on professional credibility; breach of generally accepted professional ethical standards; false declarations/misrepresentation of information; participation in a cartel or other agreement distorting competition; violation of IPR; attempting to influence decision-making processes by taking advantage, through misrepresentation, of a conflict of interests, or to obtain confidential information from public authorities to gain an advantage; incitement to discrimination, hatred or violence or similar activities contrary to the EU values where negatively affecting or risking to affect the performance of a legal commitment.

The grant is an action grant⁹ which takes the form of a lump sum grant for the completion of work packages.

5.2 Maximum grant amount

The maximum grant amount is set out in the Data Sheet (see Point 3) and in the estimated budget (Annex 2).

5.3 Funding rate

Not applicable

5.4 Estimated budget, budget categories and forms of funding

The estimated budget for the action (lump sum breakdown) is set out in Annex 2.

It contains the estimated eligible contributions for the action (lump sum contributions), broken down by participant and work package.

Annex 2 also shows the types of contributions (forms of funding)¹⁰ to be used for each work package.

5.5 Budget flexibility

Budget flexibility does not apply; changes to the estimated budget (lump sum breakdown) always require an amendment (see Article 39).

Amendments for transfers between *work packages* are moreover possible only if:

- the work packages concerned are not already completed (and declared in a financial statement) and
- the transfers are justified by the technical implementation of the action.

ARTICLE 6 — ELIGIBLE AND INELIGIBLE CONTRIBUTIONS

6.1 and 6.2 General and specific eligibility conditions

Lump sum contributions are eligible ('eligible contributions'), if:

- (a) they are set out in Annex 2 and
- (b) the work packages are completed and the work is properly implemented by the beneficiaries and/or the results are achieved, in accordance with Annex 1 and during in the period set out in Article 4 (with the exception of work/results relating to the submission of the final periodic report, which may be achieved afterwards; see Article 21)

They will be calculated on the basis of the amounts set out in Annex 2.

⁹ For the definition, see Article 183(2)(a) EU Financial Regulation 2024/2509: '**action grant**' means an EU grant to finance "an action intended to help achieve a Union policy objective".

¹⁰ See Article 125 EU Financial Regulation 2024/2509.

6.3 Ineligible contributions

‘Ineligible contributions’ are:

- (a) lump sum contributions that do not comply with the conditions set out above (see Article 6.1 and 6.2)
- (b) lump sum contributions for activities already funded under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget), except for the following case:
 - (i) Synergy actions: not applicable
- (c) other:
 - (i) country restrictions for eligible costs: not applicable.

6.4 Consequences of non-compliance

If a beneficiary declares lump sum contributions that are ineligible, they will be rejected (see Article 27).

This may also lead to other measures described in Chapter 5.

CHAPTER 4 GRANT IMPLEMENTATION

SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS

ARTICLE 7 — BENEFICIARIES

The beneficiaries, as signatories of the Agreement, are fully responsible towards the granting authority for implementing it and for complying with all its obligations.

They must implement the Agreement to their best abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

They must have the appropriate resources to implement the action and implement the action under their own responsibility and in accordance with Article 11. If they rely on affiliated entities or other participants (see Articles 8 and 9), they retain sole responsibility towards the granting authority and the other beneficiaries.

They are jointly responsible for the *technical* implementation of the action. If one of the beneficiaries fails to implement their part of the action, the other beneficiaries must ensure that this part is implemented by someone else (without being entitled to an increase of the maximum grant amount and subject to an amendment; see Article 39). The *financial* responsibility of each beneficiary in case of recoveries is governed by Article 22.

The beneficiaries (and their action) must remain eligible under the EU programme funding the grant

for the entire duration of the action. Lump sum contributions will be eligible only as long as the beneficiary and the action are eligible.

The **internal roles and responsibilities** of the beneficiaries are divided as follows:

(a) Each beneficiary must:

- (i) keep information stored in the Portal Participant Register up to date (see Article 19)
- (ii) inform the granting authority (and the other beneficiaries) immediately of any events or circumstances likely to affect significantly or delay the implementation of the action (see Article 19)
- (iii) submit to the coordinator in good time:
 - the prefinancing guarantees (if required; see Article 23)
 - the financial statements and certificates on the financial statements (CFS): not applicable
 - the contribution to the deliverables and technical reports (see Article 21)
 - any other documents or information required by the granting authority under the Agreement
- (iv) submit via the Portal data and information related to the participation of their affiliated entities.

(b) The coordinator must:

- (i) monitor that the action is implemented properly (see Article 11)
- (ii) act as the intermediary for all communications between the consortium and the granting authority, unless the Agreement or granting authority specifies otherwise, and in particular:
 - submit the prefinancing guarantees to the granting authority (if any)
 - request and review any documents or information required and verify their quality and completeness before passing them on to the granting authority
 - submit the deliverables and reports to the granting authority
 - inform the granting authority about the payments made to the other beneficiaries (report on the distribution of payments; if required, see Articles 22 and 32)
- (iii) distribute the payments received from the granting authority to the other beneficiaries without unjustified delay (see Article 22).

The coordinator may not delegate or subcontract the above-mentioned tasks to any other beneficiary or third party (including affiliated entities).

However, coordinators which are public bodies may delegate the tasks set out in Point (b)(ii) last

indent and (iii) above to entities with ‘authorisation to administer’ which they have created or which are controlled by or affiliated to them. In this case, the coordinator retains sole responsibility for the payments and for compliance with the obligations under the Agreement.

Moreover, coordinators which are ‘sole beneficiaries’¹¹ (or similar, such as European research infrastructure consortia (ERICs)) may delegate the tasks set out in Point (b)(i) to (iii) above to one of their members. The coordinator retains sole responsibility for compliance with the obligations under the Agreement.

The beneficiaries must have **internal arrangements** regarding their operation and co-ordination, to ensure that the action is implemented properly.

If required by the granting authority (see Data Sheet, Point 1), these arrangements must be set out in a written **consortium agreement** between the beneficiaries, covering for instance:

- the internal organisation of the consortium
- the management of access to the Portal
- different distribution keys for the payments and financial responsibilities in case of recoveries (if any)
- additional rules on rights and obligations related to background and results (see Article 16)
- settlement of internal disputes
- liability, indemnification and confidentiality arrangements between the beneficiaries.

The internal arrangements must not contain any provision contrary to this Agreement.

ARTICLE 8 — AFFILIATED ENTITIES

Not applicable

ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION

9.1 Associated partners

Not applicable

9.2 Third parties giving in-kind contributions to the action

Other third parties may give in-kind contributions to the action (i.e. personnel, equipment, other goods, works and services, etc. which are free-of-charge), if necessary for the implementation.

Third parties giving in-kind contributions do not implement any action tasks. They may not charge contributions to the action (no lump sum contributions) and the costs for the in-kind contributions are not eligible (may not be included in the estimated budget in Annex 2).

¹¹ For the definition, see Article 190(2) EU Financial Regulation 2024/2509: “Where several entities satisfy the criteria for being awarded a grant and together form one entity, that entity may be treated as the **sole beneficiary**, including where it is specifically established for the purpose of implementing the action financed by the grant.”

The third parties and their in-kind contributions should be set out in Annex 1.

9.3 Subcontractors

Subcontractors may participate in the action, if necessary for the implementation.

Subcontractors must implement their action tasks in accordance with Article 11. The beneficiaries' costs for subcontracting are considered entirely covered by the lump sum contributions for implementing the work packages (irrespective of the actual subcontracting costs incurred, if any).

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the subcontractors.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the subcontractors.

9.4 Recipients of financial support to third parties

If the action includes providing financial support to third parties (e.g. grants, prizes or similar forms of support), the beneficiaries must ensure that their contractual obligations under Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the third parties receiving the support (recipients).

The beneficiaries must also ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS

10.1 Non-EU participants

Participants which are established in a non-EU country (if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: use qualified external auditors which are independent and comply with comparable standards as those set out in EU Directive 2006/43/EC¹²
- for the controls under Article 25: allow for checks, reviews, audits and investigations (including on-the-spot checks, visits and inspections) by the bodies mentioned in that Article (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.).

¹² Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts (OJ L 157, 9.6.2006, p. 87).

Special rules on dispute settlement apply (see Data Sheet, Point 5).

10.2 Participants which are international organisations

Participants which are international organisations (IOs; if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: to use either independent public officers or external auditors which comply with comparable standards as those set out in EU Directive 2006/43/EC¹³
- for the controls under Article 25: to allow for the checks, reviews, audits and investigations by the bodies mentioned in that Article, taking into account the specific agreements concluded by them and the EU (if any).

For such participants, nothing in the Agreement will be interpreted as a waiver of their privileges or immunities, as accorded by their constituent documents or international law.

Special rules on applicable law and dispute settlement apply (see Article 43 and Data Sheet, Point 5).

10.3 Pillar-assessed participants

Pillar-assessed participants (if any) may rely on their own systems, rules and procedures, in so far as they have been positively assessed and do not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries.

‘Pillar-assessment’ means a review by the European Commission on the systems, rules and procedures which participants use for managing EU grants (in particular internal control system, accounting system, external audits, financing of third parties, rules on recovery and exclusion, information on recipients and protection of personal data; see Article 157 EU Financial Regulation 2024/2509).

Participants with a positive pillar assessment may rely on their own systems, rules and procedures, in particular for:

- record-keeping (Article 20): may be done in accordance with internal standards, rules and procedures
- currency conversion for financial statements (Article 21): may be done in accordance with usual accounting practices
- guarantees (Article 23): for public law bodies, prefinancing guarantees are not needed
- certificates (Article 24):
 - certificates on the financial statements (CFS): may be provided by their regular internal

¹³ Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts (OJ L 157, 9.6.2006, p. 87).

or external auditors and in accordance with their internal financial regulations and procedures

- certificates on usual accounting practices (CoMUC): are not needed if those practices are covered by an ex-ante assessment

and use the following specific rules, for:

- recoveries (Article 22): in case of financial support to third parties, there will be no recovery if the participant has done everything possible to retrieve the undue amounts from the third party receiving the support (including legal proceedings) and non-recovery is not due to an error or negligence on its part
- checks, reviews, audits and investigations by the EU (Article 25): will be conducted taking into account the rules and procedures specifically agreed between them and the framework agreement (if any)
- impact evaluation (Article 26): will be conducted in accordance with the participant's internal rules and procedures and the framework agreement (if any)
- grant agreement termination (Article 32): the final grant amount and final payment will be calculated taking into account also costs relating to contracts due for execution only after termination takes effect, if the contract was entered into before the pre-information letter was received and could not reasonably be terminated on legal grounds
- liability for damages (Article 33.2): the granting authority must be compensated for damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement only if the damage is due to an infringement of the participant's internal rules and procedures or due to a violation of third parties' rights by the participant or one of its employees or individual for whom the employees are responsible.

Participants whose pillar assessment covers procurement and granting procedures may also do purchases, subcontracting and financial support to third parties (Article 6.2) in accordance with their internal rules and procedures for purchases, subcontracting and financial support.

Participants whose pillar assessment covers data protection rules may rely on their internal standards, rules and procedures for data protection (Article 15).

The participants may however not rely on provisions which would breach the principle of equal treatment of applicants or beneficiaries or call into question the decision awarding the grant, such as in particular:

- eligibility (Article 6)
- consortium roles and set-up (Articles 7-9)
- security and ethics (Articles 13, 14)
- IPR (including background and results, access rights and rights of use), communication, dissemination and visibility (Articles 16 and 17)

- information obligation (Article 19)
- payment, reporting and amendments (Articles 21, 22 and 39)
- rejections, reductions, suspensions and terminations (Articles 27, 28, 29-32)

If the pillar assessment was subject to remedial measures, reliance on the internal systems, rules and procedures is subject to compliance with those remedial measures.

Participants must inform the coordinator without delay of any changes to the systems, rules and procedures that were part of the pillar assessment. The coordinator must immediately inform the granting authority.

Pillar-assessed participants that have also concluded a framework agreement with the EU, may moreover — under the same conditions as those above (i.e. not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries) — rely on provisions set out in that framework agreement.

SECTION 2 RULES FOR CARRYING OUT THE ACTION

ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION

11.1 Obligation to properly implement the action

The beneficiaries must implement the action as described in Annex 1 and in compliance with the provisions of the Agreement, the call conditions and all legal obligations under applicable EU, international and national law.

11.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 12 — CONFLICT OF INTERESTS

12.1 Conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the Agreement could be compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other direct or indirect interest ('conflict of interests').

They must formally notify the granting authority without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The granting authority may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

12.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the beneficiary may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 13 — CONFIDENTIALITY AND SECURITY

13.1 Sensitive information

The parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing ('sensitive information') — during the implementation of the action and for at least until the time-limit set out in the Data Sheet (see Point 6).

If a beneficiary requests, the granting authority may agree to keep such information confidential for a longer period.

Unless otherwise agreed between the parties, they may use sensitive information only to implement the Agreement.

The beneficiaries may disclose sensitive information to their personnel or other participants involved in the action only if they:

- (a) need to know it in order to implement the Agreement and
- (b) are bound by an obligation of confidentiality.

The granting authority may disclose sensitive information to its staff and to other EU institutions and bodies.

It may moreover disclose sensitive information to third parties, if:

- (a) this is necessary to implement the Agreement or safeguard the EU financial interests and
- (b) the recipients of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:

- (a) the disclosing party agrees to release the other party
- (b) the information becomes publicly available, without breaching any confidentiality obligation
- (c) the disclosure of the sensitive information is required by EU, international or national law.

Specific confidentiality rules (if any) are set out in Annex 5.

13.2 Classified information

The parties must handle classified information in accordance with the applicable EU, international or national law on classified information (in particular, Decision 2015/444¹⁴ and its implementing rules).

¹⁴ Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

Deliverables which contain classified information must be submitted according to special procedures agreed with the granting authority.

Action tasks involving classified information may be subcontracted only after explicit approval (in writing) from the granting authority.

Classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

Specific security rules (if any) are set out in Annex 5.

13.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 14 — ETHICS AND VALUES

14.1 Ethics

The action must be carried out in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Specific ethics rules (if any) are set out in Annex 5.

14.2 Values

The beneficiaries must commit to and ensure the respect of basic EU values (such as respect for human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

Specific rules on values (if any) are set out in Annex 5.

14.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 15 — DATA PROTECTION

15.1 Data processing by the granting authority

Any personal data under the Agreement will be processed under the responsibility of the data controller of the granting authority in accordance with and for the purposes set out in the Portal Privacy Statement.

For grants where the granting authority is the European Commission, an EU regulatory or executive agency, joint undertaking or other EU body, the processing will be subject to Regulation 2018/1725¹⁵.

15.2 Data processing by the beneficiaries

The beneficiaries must process personal data under the Agreement in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/679¹⁶).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the data.

The beneficiaries may grant their personnel access to personal data only if it is strictly necessary for implementing, managing and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The beneficiaries must inform the persons whose data are transferred to the granting authority and provide them with the Portal Privacy Statement.

15.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE

16.1 Background and access rights to background

¹⁵ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

¹⁶ Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR') (OJ L 119, 4.5.2016, p. 1).

The beneficiaries must give each other and the other participants access to the background identified as needed for implementing the action, subject to any specific rules in Annex 5.

‘Background’ means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

- (a) held by the beneficiaries before they acceded to the Agreement and
- (b) needed to implement the action or exploit the results.

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

16.2 Ownership of results

The granting authority does not obtain ownership of the results produced under the action.

‘Results’ means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights.

16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy information, communication, dissemination and publicity purposes — during the action or afterwards.

The right to use the beneficiaries’ materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:

- (a) **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- (b) **distribution to the public** (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)
- (c) **editing or redrafting** (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)
- (d) **translation**
- (e) **storage** in paper, electronic or other form
- (f) **archiving**, in line with applicable document-management rules

- (g) the right to authorise **third parties** to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority and
- (h) **processing**, analysing, aggregating the materials, documents and information received and **producing derivative works**.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

“© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions.”

16.4 Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5.

16.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY

17.1 Communication — Dissemination — Promoting the action

Unless otherwise agreed with the granting authority, the beneficiaries must promote the action and its results by providing targeted information to multiple audiences (including the media and the public), in accordance with Annex 1 and in a strategic, coherent and effective manner.

Before engaging in a communication or dissemination activity expected to have a major media impact, the beneficiaries must inform the granting authority.

17.2 Visibility — European flag and funding statement

Unless otherwise agreed with the granting authority, communication activities of the beneficiaries related to the action (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any infrastructure, equipment, vehicles, supplies or major result funded by the grant must acknowledge the EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):



Funded by the
European Union



Co-funded by the
European Union



Funded by the
European Union



Co-funded by the
European Union

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of their obligations under this Article, the beneficiaries may use the emblem without first obtaining approval from the granting authority. This does not, however, give them the right to exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

17.3 Quality of information — Disclaimer

Any communication or dissemination activity related to the action must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

“Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or [name of the granting authority]. Neither the European Union nor the granting authority can be held responsible for them.”

17.4 Specific communication, dissemination and visibility rules

Specific communication, dissemination and visibility rules (if any) are set out in Annex 5.

17.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION

Not applicable

SECTION 3 GRANT ADMINISTRATION

ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS

19.1 Information requests

The beneficiaries must provide — during the action or afterwards and in accordance with Article 7 — any information requested in order to verify eligibility of the lump sum contributions declared, proper implementation of the action and compliance with the other obligations under the Agreement.

The information provided must be accurate, precise and complete and in the format requested, including electronic format.

19.2 Participant Register data updates

The beneficiaries must keep — at all times, during the action or afterwards — their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organisation type.

19.3 Information about events and circumstances which impact the action

The beneficiaries must immediately inform the granting authority (and the other beneficiaries) of any of the following:

- (a) **events** which are likely to affect or delay the implementation of the action or affect the EU's financial interests, in particular:
 - (i) changes in their legal, financial, technical, organisational or ownership situation (including changes linked to one of the exclusion grounds listed in the declaration of honour signed before grant signature)
 - (ii) linked action information: not applicable
- (b) **circumstances** affecting:
 - (i) the decision to award the grant or
 - (ii) compliance with requirements under the Agreement.

19.4 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 20 — RECORD-KEEPING

20.1 Keeping records and supporting documents

The beneficiaries must — at least until the time-limit set out in the Data Sheet (see Point 6) — keep records and other supporting documents to prove the proper implementation of the action (proper implementation of the work and/or achievement of the results as described in Annex 1) in line with the accepted standards in the respective field (if any); beneficiaries do not need to keep specific records on the actual costs incurred.

The records and supporting documents must be made available upon request (see Article 19) or in the context of checks, reviews, audits or investigations (see Article 25).

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the Agreement (including the extension of findings; see Article 25), the beneficiaries must keep these records and other supporting documentation until the end of these procedures.

The beneficiaries must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. The granting authority may accept non-original documents if they offer a comparable level of assurance.

20.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 21 — REPORTING

21.1 Continuous reporting

The beneficiaries must report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators**, etc; if any), in the Portal Continuous Reporting tool and in accordance with the timing and conditions it sets out (as agreed with the granting authority).

Standardised deliverables (e.g. progress reports not linked to payments, reports on cumulative expenditure, special reports, etc; if any) must be submitted using the templates published on the Portal.

21.2 Periodic reporting: Technical reports and financial statements

In addition, the beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2):

- for additional prefinancings (if any): **an additional prefinancing report**

- for interim payments (if any) and the final payment: a **periodic report**

The prefinancing and periodic reports include a technical and financial part.

The technical part includes an overview of the action implementation. It must be prepared using the template available in the Portal Periodic Reporting tool.

The financial part of the additional prefinancing report includes a statement on the use of the previous prefinancing payment.

The financial part of the periodic report includes:

- the financial statement (consolidated statement for the consortium)
- the explanation on the use of resources (or detailed cost reporting table): not applicable
- the certificates on the financial statements (CFS): not applicable.

The **financial statement** must contain the lump sum contributions indicated in Annex 2, for the work packages that were completed during the reporting period.

For the last reporting period, the beneficiaries may exceptionally also declare partial lump sum contributions for work packages that were not completed (e.g. due to force majeure or technical impossibility).

Lump sum contributions which are not declared in a financial statement will not be taken into account by the granting authority.

By signing the financial statement (directly in the Portal Periodic Reporting tool), the coordinator confirms (on behalf of the consortium) that:

- the information provided is complete, reliable and true
- the lump sum contributions declared are eligible (in particular, the work packages have been completed, that the work has been properly implemented and/or the results were achieved in accordance with Annex 1; see Article 6)
- the proper implementation and/or achievement can be substantiated by adequate records and supporting documents (see Article 20) that will be produced upon request (see Article 19) or in the context of checks, reviews, audits and investigations (see Article 25).

In case of recoveries (see Article 22), beneficiaries will be held responsible also for the lump sum contributions declared for their affiliated entities (if any).

21.3 Currency for financial statements and conversion into euros

The financial statements must be drafted in euro.

21.4 Reporting language

The reporting must be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

21.5 Consequences of non-compliance

If a report submitted does not comply with this Article, the granting authority may suspend the payment deadline (see Article 29) and apply other measures described in Chapter 5.

If the coordinator breaches its reporting obligations, the granting authority may terminate the grant or the coordinator's participation (see Article 32) or apply other measures described in Chapter 5.

ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE

22.1 Payments and payment arrangements

Payments will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

They will be made in euro to the bank account indicated by the coordinator (see Data Sheet, Point 4.2) and must be distributed without unjustified delay (restrictions may apply to distribution of the initial prefinancing payment; see Data Sheet, Point 4.2).

Payments to this bank account will discharge the granting authority from its payment obligation.

The cost of payment transfers will be borne as follows:

- the granting authority bears the cost of transfers charged by its bank
- the beneficiary bears the cost of transfers charged by its bank
- the party causing a repetition of a transfer bears all costs of the repeated transfer.

Payments by the granting authority will be considered to have been carried out on the date when they are debited to its account.

22.2 Recoveries

Recoveries will be made, if — at beneficiary termination, final payment or afterwards — it turns out that the granting authority has paid too much and needs to recover the amounts undue.

The general liability regime for recoveries (first-line liability) is as follows: At final payment, the coordinator will be fully liable for recoveries, even if it has not been the final recipient of the undue amounts. At beneficiary termination or after final payment, recoveries will be made directly against the beneficiaries concerned.

Beneficiaries will be fully liable for repaying the debts of their affiliated entities.

In case of enforced recoveries (see Article 22.4):

- the beneficiaries will be jointly and severally liable for repaying debts of another beneficiary under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4)
- affiliated entities will be held liable for repaying debts of their beneficiaries under the

Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4).

22.3 Amounts due

22.3.1 Prefinancing payments

The aim of the prefinancing is to provide the beneficiaries with a float.

It remains the property of the EU until the final payment.

For **initial prefinancings** (if any), the amount due, schedule and modalities are set out in the Data Sheet (see Point 4.2).

For **additional prefinancings** (if any), the amount due, schedule and modalities are also set out in the Data Sheet (see Point 4.2). However, if the statement on the use of the previous prefinancing payment shows that less than 70% was used, the amount set out in the Data Sheet will be reduced by the difference between the 70% threshold and the amount used.

Prefinancing payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.2 Amount due at beneficiary termination — Recovery

In case of beneficiary termination, the granting authority will determine the provisional amount due for the beneficiary concerned.

This will be done on the basis of work packages already completed in previous interim payments. Payments for ongoing/not yet completed work packages which the beneficiary was working on before termination (if any) will therefore be made only later on, with the next interim or final payments when those work packages have been completed.

The **amount due** will be calculated in the following step:

Step 1 — Calculation of the total accepted EU contribution

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the beneficiary, on the basis of the beneficiary's lump sum contributions for the work packages which were approved in previous interim payments.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution' for the beneficiary.

The **balance** is then calculated by deducting the payments received (if any; see report on the distribution of payments in Article 32), from the total accepted EU contribution:

$$\begin{aligned} & \{ \text{total accepted EU contribution for the beneficiary} \\ & \text{minus} \\ & \{ \text{prefinancing and interim payments received (if any)} \} \}. \end{aligned}$$

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount due, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered and ask this amount to be paid to the coordinator (**confirmation letter**).

22.3.3 Interim payments

Interim payments reimburse the eligible lump sum contributions claimed for work packages implemented during the reporting periods (if any).

Interim payments (if any) will be made in accordance with the schedule and modalities set out the Data Sheet (see Point 4.2).

Payment is subject to the approval of the periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Incomplete work packages and work packages that have not been delivered or cannot be approved will be rejected (see Article 27).

The **interim payment** will be calculated by the granting authority in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the interim payment ceiling

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for the reporting period, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions from beneficiary termination (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the interim payment ceiling

The resulting amount is then capped to ensure that the total amount of prefinancing and interim payments (if any) does not exceed the interim payment ceiling set out in the Data Sheet (see Point 4.2).

Interim payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.4 Final payment — Final grant amount — Revenues and Profit — Recovery

The final payment (payment of the balance) reimburses the remaining eligible lump sum contributions claimed for the implemented work packages (if any).

The final payment will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

Payment is subject to the approval of the final periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Work packages (or parts of them) that have not been delivered or cannot be approved will be rejected (see Article 27).

The **final grant amount for the action** will be calculated in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the maximum grant amount

Step 3 — Reduction due to the no-profit rule

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the action for all reporting periods, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution'.

Step 2 — Limit to the maximum grant amount

Not applicable

Step 3 — Reduction due to the no-profit rule

Not applicable

The **balance** (final payment) is then calculated by deducting the total amount of prefinancing and interim payments already made (if any), from the final grant amount:

$$\begin{aligned} & \{\text{final grant amount} \\ & \text{minus} \\ & \{\text{prefinancing and interim payments made (if any)}\} \}. \end{aligned}$$

If the balance is **positive**, it will be **paid** to the coordinator.

The final payment (or part of it) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to recover, the final grant amount, the amount to be recovered and the reasons why
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and date for payment.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.3.5 Audit implementation after final payment — Revised final grant amount — Recovery

If — after the final payment (in particular, after checks, reviews, audits or investigations; see Article 25) — the granting authority rejects lump sum contributions (see Article 27) or reduces the grant (see Article 28), it will calculate the **revised final grant amount** for the beneficiary concerned.

The **beneficiary revised final grant amount** will be calculated in the following step:

Step 1 — Calculation of the revised total accepted EU contribution

Step 1 — Calculation of the revised total accepted EU contribution

The granting authority will first calculate the 'revised accepted EU contribution' for the beneficiary, by calculating the 'revised accepted contributions'.

After that, it will take into account grant reductions (if any). The resulting 'revised total accepted EU contribution' is the beneficiary revised final grant amount.

If the revised final grant amount is lower than the beneficiary's final grant amount (i.e. its share in the final grant amount for the action), it will be **recovered** in accordance with the following procedure:

The **beneficiary final grant amount** (i.e. share in the final grant amount for the action) is calculated as follows:

$$\left\{ \begin{array}{l} \text{total accepted EU contribution for the beneficiary} \\ \text{divided by} \\ \text{total accepted EU contribution for the action} \end{array} \right\} \times \text{final grant amount for the action}.$$

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and the date for payment.

Recoveries against affiliated entities (if any) will be handled through their beneficiaries.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.4 Enforced recovery

If payment is not made by the date specified in the debit note, the amount due will be recovered:

- (a) by offsetting the amount — without the coordinator or beneficiary's consent — against any amounts owed to the coordinator or beneficiary by the granting authority.

In exceptional circumstances, to safeguard the EU financial interests, the amount may be offset before the payment date specified in the debit note.

For grants where the granting authority is the European Commission or an EU executive agency, debts may also be offset against amounts owed by other Commission services or executive agencies.

- (b) by drawing on the financial guarantee(s) (if any)
- (c) by holding other beneficiaries jointly and severally liable (if any; see Data Sheet, Point 4.4)
- (d) by holding affiliated entities jointly and severally liable (if any, see Data Sheet, Point 4.4)
- (e) by taking legal action (see Article 43) or, provided that the granting authority is the European Commission or an EU executive agency, by adopting an enforceable decision under Article 299 of the Treaty on the Functioning of the EU (TFEU) and Article 100(2) of EU Financial Regulation 2024/2509.

The amount to be recovered will be increased by **late-payment interest** at the rate set out in Article 23.5, from the day following the payment date in the debit note, up to and including the date the full payment is received.

Partial payments will be first credited against expenses, charges and late-payment interest and then against the principal.

Bank charges incurred in the recovery process will be borne by the beneficiary, unless Directive 2015/2366¹⁷ applies.

For grants where the granting authority is an EU executive agency, enforced recovery by offsetting or enforceable decision will be done by the services of the European Commission (see also Article 43).

22.5 Consequences of non-compliance

22.5.1 If the granting authority does not pay within the payment deadlines (see above), the beneficiaries are entitled to **late-payment interest** at the reference rate applied by the European Central Bank (ECB) for its main refinancing operations in euros, plus the percentage specified in the Data Sheet (Point 4.2). The ECB reference rate to be used is the rate in force on the first day of the month in which the payment deadline expires, as published in the C series of the *Official Journal of the European Union*.

If the late-payment interest is lower than or equal to EUR 200, it will be paid to the coordinator only on request submitted within two months of receiving the late payment.

Late-payment interest is not due if all beneficiaries are EU Member States (including regional and local government authorities or other public bodies acting on behalf of a Member State for the purpose of this Agreement).

If payments or the payment deadline are suspended (see Articles 29 and 30), payment will not be considered as late.

Late-payment interest covers the period running from the day following the due date for payment (see above), up to and including the date of payment.

Late-payment interest is not considered for the purposes of calculating the final grant amount.

22.5.2 If the coordinator breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the coordinator may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 23 — GUARANTEES

23.1 Prefinancing guarantee

If required by the granting authority (see Data Sheet, Point 4.2), the beneficiaries must provide (one

¹⁷ Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35).

or more) prefinancing guarantee(s) in accordance with the timing and the amounts set out in the Data Sheet.

The coordinator must submit them to the granting authority in due time before the prefinancing they are linked to.

The guarantees must be drawn up using the template published on the Portal and fulfil the following conditions:

- (a) be provided by a bank or approved financial institution established in the EU or — if requested by the coordinator and accepted by the granting authority — by a third party or a bank or financial institution established outside the EU offering equivalent security
- (b) the guarantor stands as first-call guarantor and does not require the granting authority to first have recourse against the principal debtor (i.e. the beneficiary concerned) and
- (c) remain explicitly in force until the final payment and, if the final payment takes the form of a recovery, until five months after the debit note is notified to a beneficiary.

They will be released within the following month.

23.2 Consequences of non-compliance

If the beneficiaries breach their obligation to provide the prefinancing guarantee, the prefinancing will not be paid.

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 24 — CERTIFICATES

Not applicable

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

25.1 Granting authority checks, reviews and audits

25.1.1 Internal checks

The granting authority may — during the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing lump sum contributions, deliverables and reports.

25.1.2 Project reviews

The granting authority may carry out reviews on the proper implementation of the action and compliance with the obligations under the Agreement (general project reviews or specific issues reviews).

Such project reviews may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiary concerned and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent, outside experts. If it uses outside experts, the coordinator or beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The coordinator or beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted. The granting authority may request beneficiaries to provide such information to it directly. Sensitive information and documents will be treated in accordance with Article 13.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with the outside experts.

For **on-the-spot visits**, the beneficiary concerned must allow access to sites and premises (including to the outside experts) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a **project review report** will be drawn up.

The granting authority will formally notify the project review report to the coordinator or beneficiary concerned, which has 30 days from receiving notification to make observations.

Project reviews (including project review reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.1.3 Audits

The granting authority may carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Such audits may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the beneficiary concerned and will be considered to start on the date of the notification.

The granting authority may use its own audit service, delegate audits to a centralised service or use external audit firms. If it uses an external firm, the beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data) to verify compliance with the Agreement. Sensitive information and documents will be treated in accordance with Article 13.

For **on-the-spot** visits, the beneficiary concerned must allow access to sites and premises (including for the external audit firm) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a **draft audit report** will be drawn up.

The auditors will formally notify the draft audit report to the beneficiary concerned, which has 30 days from receiving notification to make observations (contradictory audit procedure).

The **final audit report** will take into account observations by the beneficiary concerned and will be formally notified to them.

Audits (including audit reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.2 European Commission checks, reviews and audits in grants of other granting authorities

Where the granting authority is not the European Commission, the latter has the same rights of checks, reviews and audits as the granting authority.

25.3 Access to records for assessing simplified forms of funding

The beneficiaries must give the European Commission access to their statutory records for the periodic assessment of simplified forms of funding which are used in EU programmes.

25.4 OLAF, EPPO and ECA audits and investigations

The following bodies may also carry out checks, reviews, audits and investigations — during the action or afterwards:

- the European Anti-Fraud Office (OLAF) under Regulations No 883/2013¹⁸ and No 2185/96¹⁹
- the European Public Prosecutor's Office (EPPO) under Regulation 2017/1939
- the European Court of Auditors (ECA) under Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 263 of EU Financial Regulation 2024/2509.

If requested by these bodies, the beneficiary concerned must provide full, accurate and complete information in the format requested (including complete accounts, individual salary statements or other personal data, including in electronic format) and allow access to sites and premises for on-the-spot visits or inspections — as provided for under these Regulations.

To this end, the beneficiary concerned must keep all relevant information relating to the action, at least until the time-limit set out in the Data Sheet (Point 6) and, in any case, until any ongoing checks, reviews, audits, investigations, litigation or other pursuits of claims have been concluded.

25.5 Consequences of checks, reviews, audits and investigations — Extension of findings

25.5.1 Consequences of checks, reviews, audits and investigations in this grant

¹⁸ Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1).

¹⁹ Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2).

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to rejections (see Article 27), grant reduction (see Article 28) or other measures described in Chapter 5.

Rejections or grant reductions after the final payment will lead to a revised final grant amount (see Article 22).

Findings in checks, reviews, audits or investigations during the action implementation may lead to a request for amendment (see Article 39), to change the description of the action set out in Annex 1.

Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations in any EU grant may also lead to consequences in other EU grants awarded under similar conditions ('extension to other grants').

Moreover, findings arising from an OLAF or EPPO investigation may lead to criminal prosecution under national law.

25.5.2 Extension from other grants

Findings of checks, reviews, audits or investigations in other grants may be extended to this grant, if:

- (a) the beneficiary concerned is found, in other EU grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and
- (b) those findings are formally notified to the beneficiary concerned — together with the list of grants affected by the findings — within the time-limit for audits set out in the Data Sheet (see Point 6).

The granting authority will formally notify the beneficiary concerned of the intention to extend the findings and the list of grants affected.

If the extension concerns **rejections of lump sum contributions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings
- (b) the request to submit revised financial statements for all grants affected
- (c) the correction rate for extrapolation, established on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected, if the beneficiary concerned:
 - (i) considers that the submission of revised financial statements is not possible or practicable or
 - (ii) does not submit revised financial statements.

If the extension concerns **grant reductions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings and
- (b) the **correction rate for extrapolation**, established on the basis of the systemic or recurrent errors and the principle of proportionality.

The beneficiary concerned has **60 days** from receiving notification to submit observations, revised financial statements or to propose a duly substantiated **alternative correction method/rate**.

On the basis of this, the granting authority will analyse the impact and decide on the implementation (i.e. start rejection or grant reduction procedures, either on the basis of the revised financial statements or the announced/alternative method/rate or a mix of those; see Articles 27 and 28).

25.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 26 — IMPACT EVALUATIONS

26.1 Impact evaluation

The granting authority may carry out impact evaluations of the action, measured against the objectives and indicators of the EU programme funding the grant.

Such evaluations may be started during implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiaries and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent outside experts.

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

26.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the granting authority may apply the measures described in Chapter 5.

CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE

SECTION 1 REJECTIONS AND GRANT REDUCTION

ARTICLE 27 — REJECTION OF CONTRIBUTIONS

27.1 Conditions

The granting authority will — at interim payment, final payment or afterwards — reject any lump sum contributions which are ineligible (see Article 6), in particular following checks, reviews, audits or investigations (see Article 25).

The rejection may also be based on the extension of findings from other grants to this grant (see Article 25).

Ineligible lump sum contributions will be rejected.

27.2 Procedure

If the rejection does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the rejection, the amounts and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the rejection (payment review procedure).

If the rejection leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

27.3 Effects

If the granting authority rejects lump sum contributions, it will deduct them from the lump sum contributions declared and then calculate the amount due (and, if needed, make a recovery; see Article 22).

ARTICLE 28 — GRANT REDUCTION

28.1 Conditions

The granting authority may — at beneficiary termination, final payment or afterwards — reduce the grant for a beneficiary, if:

- (a) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), failure to cooperate with checks, reviews, audits and investigations, etc.), or
- (b) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

The amount of the reduction will be calculated for each beneficiary concerned and proportionate to the seriousness and the duration of the errors, irregularities or fraud or breach of obligations, by applying an individual reduction rate to their accepted EU contribution.

28.2 Procedure

If the grant reduction does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the reduction, the amount to be reduced and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the reduction (payment review procedure).

If the grant reduction leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

28.3 Effects

If the granting authority reduces the grant, it will deduct the reduction and then calculate the amount due (and, if needed, make a recovery; see Article 22).

SECTION 2 SUSPENSION AND TERMINATION

ARTICLE 29 — PAYMENT DEADLINE SUSPENSION

29.1 Conditions

The granting authority may — at any moment — suspend the payment deadline if a payment cannot be processed because:

- (a) the required report (see Article 21) has not been submitted or is not complete or additional information is needed
- (b) there are doubts about the amount to be paid (e.g. ongoing extension procedure, queries about eligibility, need for a grant reduction, etc.) and additional checks, reviews, audits or investigations are necessary, or
- (c) there are other issues affecting the EU financial interests.

29.2 Procedure

The granting authority will formally notify the coordinator of the suspension and the reasons why.

The suspension will **take effect** the day the notification is sent.

If the conditions for suspending the payment deadline are no longer met, the suspension will be **lifted** — and the remaining time to pay (see Data Sheet, Point 4.2) will resume.

If the suspension exceeds two months, the coordinator may request the granting authority to confirm if the suspension will continue.

If the payment deadline has been suspended due to the non-compliance of the report and the revised report is not submitted (or was submitted but is also rejected), the granting authority may also terminate the grant or the participation of the coordinator (see Article 32).

ARTICLE 30 — PAYMENT SUSPENSION

30.1 Conditions

The granting authority may — at any moment — suspend payments, in whole or in part for one or more beneficiaries, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), failure to cooperate with checks, reviews, audits and investigations, etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

If payments are suspended for one or more beneficiaries, the granting authority will make partial payment(s) for the part(s) not suspended. If suspension concerns the final payment, the payment (or recovery) of the remaining amount after suspension is lifted will be considered to be the payment that closes the action.

30.2 Procedure

Before suspending payments, the granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to suspend payments and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

At the end of the suspension procedure, the granting authority will also inform the coordinator.

The suspension will **take effect** the day after the confirmation notification is sent.

If the conditions for resuming payments are met, the suspension will be **lifted**. The granting authority will formally notify the beneficiary concerned (and the coordinator) and set the suspension end date.

During the suspension, no prefinancing will be paid to the beneficiaries concerned. For interim payments, the periodic reports for all reporting periods except the last one (see Article 21) must not contain any financial statements from the beneficiary concerned (or its affiliated entities). The coordinator must include them in the next periodic report after the suspension is lifted or — if suspension is not lifted before the end of the action — in the last periodic report.

ARTICLE 31 — GRANT AGREEMENT SUSPENSION

31.1 Consortium-requested GA suspension

31.1.1 Conditions and procedure

The beneficiaries may request the suspension of the grant or any part of it, if exceptional circumstances — in particular *force majeure* (see Article 35) — make implementation impossible or excessively difficult.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the suspension takes effect; this date may be before the date of the submission of the amendment request and
- the expected date of resumption.

The suspension will **take effect** on the day specified in the amendment.

Once circumstances allow for implementation to resume, the coordinator must immediately request another **amendment** of the Agreement to set the suspension end date, the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the amendment. This date may be before the date of the submission of the amendment request.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

31.2 EU-initiated GA suspension

31.2.1 Conditions

The granting authority may suspend the grant or any part of it, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), failure to cooperate with checks, reviews, audits and investigations, etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or

serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)

(c) other:

- (i) linked action issues: not applicable
- (ii) additional GA suspension grounds: not applicable.

31.2.2 Procedure

Before suspending the grant, the granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to suspend the grant and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

The suspension will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification).

Once the conditions for resuming implementation of the action are met, the granting authority will formally notify the coordinator a **lifting of suspension letter**, in which it will set the suspension end date and invite the coordinator to request an amendment of the Agreement to set the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the lifting of suspension letter. This date may be before the date on which the letter is sent.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

The beneficiaries may not claim damages due to suspension by the granting authority (see Article 33).

Grant suspension does not affect the granting authority's right to terminate the grant or a beneficiary (see Article 32) or reduce the grant (see Article 28).

ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION

32.1 Consortium-requested GA termination

32.1.1 Conditions and procedure

The beneficiaries may request the termination of the grant.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why

- the date the consortium ends work on the action ('end of work date') and
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

The termination will **take effect** on the termination date specified in the amendment.

If no reasons are given or if the granting authority considers the reasons do not justify termination, it may consider the grant terminated improperly.

32.1.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before the end of work date (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Improper termination may lead to a grant reduction (see Article 28).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.2 Consortium-requested beneficiary termination

32.2.1 Conditions and procedure

The coordinator may request the termination of the participation of one or more beneficiaries, on request of the beneficiary concerned or on behalf of the other beneficiaries.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the opinion of the beneficiary concerned (or proof that this opinion has been requested in writing)
- the date the beneficiary ends work on the action ('end of work date')
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

If the termination concerns the coordinator and is done without its agreement, the amendment request must be submitted by another beneficiary (acting on behalf of the consortium).

The termination will **take effect** on the termination date specified in the amendment.

If no information is given or if the granting authority considers that the reasons do not justify termination, it may consider the beneficiary to have been terminated improperly.

32.2.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a second **request for amendment** (see Article 39) with other amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the second request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the second request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

Improper termination may lead to a reduction of the grant (see Article 31) or grant termination (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.3 EU-initiated GA or beneficiary termination

32.3.1 Conditions

The granting authority may terminate the grant or the participation of one or more beneficiaries, if:

- (a) one or more beneficiaries do not accede to the Agreement (see Article 40)
- (b) a change to the action or the legal, financial, technical, organisational or ownership situation of a beneficiary is likely to substantially affect the implementation of the action or calls into question the decision to award the grant (including changes linked to one of the exclusion grounds listed in the declaration of honour)
- (c) following termination of one or more beneficiaries, the necessary changes to the Agreement (and their impact on the action) would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (d) implementation of the action has become impossible or the changes necessary for its continuation would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (e) a beneficiary (or person with unlimited liability for its debts) is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.)
- (f) a beneficiary (or person with unlimited liability for its debts) is in breach of social security or tax obligations
- (g) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has been found guilty of grave professional misconduct
- (h) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking
- (i) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) was created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin (or created another entity with this purpose)
- (j) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), failure to cooperate with checks, reviews, audits and investigations, etc.)
- (k) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)

- (l) despite a specific request by the granting authority, a beneficiary does not request — through the coordinator — an amendment to the Agreement to end the participation of one of its affiliated entities or associated partners that is in one of the situations under points (d), (f), (e), (g), (h), (i) or (j) and to reallocate its tasks, or

(m) other:

- (i) linked action issues: not applicable
- (ii) additional GA termination grounds: not applicable.

32.3.2 Procedure

Before terminating the grant or participation of one or more beneficiaries, the granting authority will send a **pre-information letter** to the coordinator or beneficiary concerned:

- formally notifying the intention to terminate and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the termination and the date it will take effect (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

For beneficiary terminations, the granting authority will — at the end of the procedure — also inform the coordinator.

The termination will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification; ‘termination date’).

32.3.3 Effects

(a) for **GA termination**:

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the last open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before termination takes effect (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the grant is terminated for breach of the obligation to submit reports, the coordinator may not submit any report after termination.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Termination does not affect the granting authority’s right to reduce the grant (see Article 28) or to impose administrative sanctions (see Article 34).

The beneficiaries may not claim damages due to termination by the granting authority (see Article 33).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

(b) for beneficiary termination:

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a **request for amendment** (see Article 39) with any amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS

ARTICLE 33 — DAMAGES

33.1 Liability of the granting authority

The granting authority cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of the implementation of the Agreement, including for gross negligence.

The granting authority cannot be held liable for any damage caused by any of the beneficiaries or other participants involved in the action, as a consequence of the implementation of the Agreement.

33.2 Liability of the beneficiaries

The beneficiaries must compensate the granting authority for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement, provided that it was caused by gross negligence or wilful act.

The liability does not extend to indirect or consequential losses or similar damage (such as loss of profit, loss of revenue or loss of contracts), provided such damage was not caused by wilful act or by a breach of confidentiality.

ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES

Nothing in this Agreement may be construed as preventing the adoption of administrative sanctions (i.e. exclusion from EU award procedures and/or financial penalties) or other public law measures, in addition or as an alternative to the contractual measures provided under this Agreement (see, for instance, Articles 137 to 148 EU Financial Regulation 2024/2509 and Articles 4 and 7 of Regulation 2988/95²⁰).

SECTION 4 FORCE MAJEURE

ARTICLE 35 — FORCE MAJEURE

A party prevented by force majeure from fulfilling its obligations under the Agreement cannot be considered in breach of them.

‘Force majeure’ means any situation or event that:

- prevents either party from fulfilling their obligations under the Agreement
- was unforeseeable, exceptional situation and beyond the parties’ control
- was not due to error or negligence on their part (or on the part of other participants involved in the action) and
- proves to be inevitable in spite of exercising all due diligence.

Any situation constituting force majeure must be formally notified to the other party without delay, stating the nature, likely duration and foreseeable effects.

²⁰ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

The parties must immediately take all the necessary steps to limit any damage due to force majeure and do their best to resume implementation of the action as soon as possible.

CHAPTER 6 FINAL PROVISIONS

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES

36.1 Forms and means of communication — Electronic management

EU grants are managed fully electronically through the EU Funding & Tenders Portal ('Portal').

All communications must be made electronically through the Portal in accordance with the Portal Terms and Conditions and using the forms and templates provided there (except if explicitly instructed otherwise by the granting authority).

Communications must be made in writing and clearly identify the grant agreement (project number and acronym).

Communications must be made by persons authorised according to the Portal Terms and Conditions. For naming the authorised persons, each beneficiary must have designated — before the signature of this Agreement — a 'legal entity appointed representative (LEAR)'. The role and tasks of the LEAR are stipulated in their appointment letter (see Portal Terms and Conditions).

If the electronic exchange system is temporarily unavailable, instructions will be given on the Portal.

36.2 Date of communication

The sending date for communications made through the Portal will be the date and time of sending, as indicated by the time logs.

The receiving date for communications made through the Portal will be the date and time the communication is accessed, as indicated by the time logs. Formal notifications that have not been accessed within 10 days after sending, will be considered to have been accessed (see Portal Terms and Conditions).

If a communication is exceptionally made on paper (by e-mail or postal service), general principles apply (i.e. date of sending/receipt). Formal notifications by registered post with proof of delivery will be considered to have been received either on the delivery date registered by the postal service or the deadline for collection at the post office.

If the electronic exchange system is temporarily unavailable, the sending party cannot be considered in breach of its obligation to send a communication within a specified deadline.

36.3 Addresses for communication

The Portal can be accessed via the Europa website.

The address for paper communications to the granting authority (if exceptionally allowed) is the official mailing address indicated on its website.

For beneficiaries, it is the legal address specified in the Portal Participant Register.

ARTICLE 37 — INTERPRETATION OF THE AGREEMENT

The provisions in the Data Sheet take precedence over the rest of the Terms and Conditions of the Agreement.

Annex 5 takes precedence over the Terms and Conditions.

The Terms and Conditions take precedence over the Annexes other than Annex 5.

Annex 2 takes precedence over Annex 1.

ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES

In accordance with Regulation No 1182/71²¹, periods expressed in days, months or years are calculated from the moment the triggering event occurs.

The day during which that event occurs is not considered as falling within the period.

‘Days’ means calendar days, not working days.

ARTICLE 39 — AMENDMENTS

39.1 Conditions

The Agreement may be amended, unless the amendment entails changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

Amendments may be requested by any of the parties.

39.2 Procedure

The party requesting an amendment must submit a request for amendment signed directly in the Portal Amendment tool.

The coordinator submits and receives requests for amendment on behalf of the beneficiaries (see Annex 3). If a change of coordinator is requested without its agreement, the submission must be done by another beneficiary (acting on behalf of the other beneficiaries).

The request for amendment must include:

- the reasons why
- the appropriate supporting documents and
- for a change of coordinator without its agreement: the opinion of the coordinator (or proof that this opinion has been requested in writing).

The granting authority may request additional information.

²¹ Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time-limits (OJ L 124, 8/6/1971, p. 1).

If the party receiving the request agrees, it must sign the amendment in the tool within 45 days of receiving notification (or any additional information the granting authority has requested). If it does not agree, it must formally notify its disagreement within the same deadline. The deadline may be extended, if necessary for the assessment of the request. If no notification is received within the deadline, the request is considered to have been rejected.

An amendment **enters into force** on the day of the signature of the receiving party.

An amendment **takes effect** on the date of entry into force or other date specified in the amendment.

ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES

40.1 Accession of the beneficiaries mentioned in the Preamble

The beneficiaries which are not coordinator must accede to the grant by signing the accession form (see Annex 3) directly in the Portal Grant Preparation tool, within 30 days after the entry into force of the Agreement (see Article 44).

They will assume the rights and obligations under the Agreement with effect from the date of its entry into force (see Article 44).

If a beneficiary does not accede to the grant within the above deadline, the coordinator must — within 30 days — request an amendment (see Article 39) to terminate the beneficiary and make any changes necessary to ensure proper implementation of the action. This does not affect the granting authority's right to terminate the grant (see Article 32).

40.2 Addition of new beneficiaries

In justified cases, the beneficiaries may request the addition of a new beneficiary.

For this purpose, the coordinator must submit a request for amendment in accordance with Article 39. It must include an accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool.

New beneficiaries will assume the rights and obligations under the Agreement with effect from the date of their accession specified in the accession form (see Annex 3).

Additions are also possible in mono-beneficiary grants.

ARTICLE 41 — TRANSFER OF THE AGREEMENT

In justified cases, the beneficiary of a mono-beneficiary grant may request the transfer of the grant to a new beneficiary, provided that this would not call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

The beneficiary must submit a request for **amendment** (see Article 39), with

- the reasons why
- the accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool and

- additional supporting documents (if required by the granting authority).

The new beneficiary will assume the rights and obligations under the Agreement with effect from the date of accession specified in the accession form (see Annex 3).

ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY

The beneficiaries may not assign any of their claims for payment against the granting authority to any third party, except if expressly approved in writing by the granting authority on the basis of a reasoned, written request by the coordinator (on behalf of the beneficiary concerned).

If the granting authority has not accepted the assignment or if the terms of it are not observed, the assignment will have no effect on it.

In no circumstances will an assignment release the beneficiaries from their obligations towards the granting authority.

ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES

43.1 Applicable law

The Agreement is governed by the applicable EU law, supplemented if necessary by the law of Belgium.

Special rules may apply for beneficiaries which are international organisations (if any; see Data Sheet, Point 5).

43.2 Dispute settlement

If a dispute concerns the interpretation, application or validity of the Agreement, the parties must bring action before the EU General Court — or, on appeal, the EU Court of Justice — under Article 272 of the Treaty on the Functioning of the EU (TFEU).

For non-EU beneficiaries (if any), such disputes must be brought before the courts of Brussels, Belgium — unless an international agreement provides for the enforceability of EU court judgements.

For beneficiaries with arbitration as special dispute settlement forum (if any; see Data Sheet, Point 5), the dispute will — in the absence of an amicable settlement — be settled in accordance with the Rules for Arbitration published on the Portal.

If a dispute concerns administrative sanctions, offsetting or an enforceable decision under Article 299 TFEU (see Articles 22 and 34), the beneficiaries must bring action before the General Court — or, on appeal, the Court of Justice — under Article 263 TFEU.

For grants where the granting authority is an EU executive agency (see Preamble), actions against offsetting and enforceable decisions must be brought against the European Commission (not against the granting authority; see also Article 22).

ARTICLE 44 — ENTRY INTO FORCE

The Agreement will enter into force on the day of signature by the granting authority or the coordinator, depending on which is later.

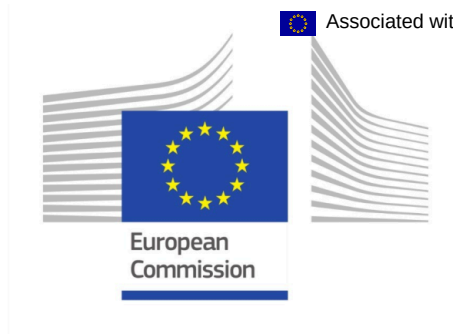
SIGNATURES

For the coordinator

Alfredo SOMOZA with ECAS id nsomozal signed in the Participant Portal on 15/12/2025 at 13:23:58 (transaction id SigId-30942-kVYUeVMbsCrKNLIVzv3FIvmoZhUvPfDwIPZP3sq033dcmzhMivEEL0ZCTtaF1RzZGHGOggtBE7fBRxvzXpDX4-m5stpJzr6TdCMcaGtXzICb-m6cDa3IuNeY936eVGrCLhRKWIGtjYMu1mthmR6nvFfiQdwyfYlrUb155Rj0qPTRg1qUgs7Rtmzlj6lThQ19uC). Timestamp by third party at 2025.12.15 13:24:04 CET

For the granting authority

Signed by Godelieve DUTRIEUX with ECAS id dutrigo as an authorised representative on 15-12-2025 14:57:16 (transaction id SigId-33541-3aCPICK9XF5o0YXJAbIoKSeSs9ClGujK48f4mcCSlzzdyzq8zSjxS6y7UUieo8Byqmk6BvjSTB1Sq9MikZAfkj4-m5stpJzr6TdCMcaGtXzICb-kL8Cbf59uOs0AaITJDY2GzuYmgGRqpp6QIVjHDq3hGyEXx9tDHKAx5IVtr0lZzdt2zJlCisjZcxRuhiwDkMzZgO) 2025.12.15 14:57:20 CET



ANNEX 1



Citizens, Equality, Rights and Values Programme (CERV)

Description of the action (DoA)

Part A

Part B

DESCRIPTION OF THE ACTION (PART A)

COVER PAGE

Part A of the Description of the Action (DoA) must be completed directly on the Portal Grant Preparation screens.

PROJECT	
Grant Preparation (General Information screen) — Enter the info.	
Project number:	101252211
Project name:	Supporting Participatory Actions for Children’s Engagement on interculturalism and democracy
Project acronym:	SPACE
Call:	CERV-2025-CHILD
Topic:	CERV-2025-CHILD
Type of action:	CERV-LS
Service:	EACEA/B/03
Project starting date:	fixed date: 1 February 2026
Project duration:	24 months

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List of deliverables 14

List of milestones (outputs/outcomes) 22

List of critical risks 22

PROJECT SUMMARY

Project summary

Grant Preparation (General Information screen) — Provide an overall description of your project (including context and overall objectives, planned activities and main achievements, and expected results and impacts (on target groups, change procedures, capacities, innovation etc)). This summary should give readers a clear idea of what your project is about.

Use the project summary from your proposal.

The project SPACE – “Supporting Participatory Actions for Children’s Engagement on interculturalism and democracy” is based on a partnership of 4 Italian Municipalities (Reggio Emilia, Parma, Pontedera and Torino), a social enterprise (PARES) and ICEI (lead partner).

Moreover, the Consortium counts on important supporting entities: the Council of Europe - Intercultural Cities Programme and 5 Municipalities from Spain and Portugal: Castelló de la Plana, Tenerife, Fuenlabrada, Vila Verde and Santa Maria de Feira.

The General Objective of the Action is to promote a systematic approach to children's rights at city level by developing local multi-stakeholder strategies and participatory actions to build more inclusive and equitable cities.

The construction of this process is based on the valorisation of the role of children (especially those from disadvantaged backgrounds) and their potential with regard to the issues that directly concern them, with a particular focus on policies and actions promoting diversity and inclusion for children.

This approach is supported by the strengthening of skills and of coordination efforts between local authorities and the Educational community (schools, educational services, CSOs).

Another level of intervention - functional to the creation of an environment favorable to the promotion of children's rights - is the development of an awareness-raising campaign designed and implemented by children, to raise awareness of their role among both technicians and the general public.

3 specific objectives are identified:

- 1) To improve the capacity of Local authorities, Children and Educational communities in 4 Italian cities to embed a child rights perspective in local policies and actions
- 2) To develop, implement and evaluate local strategies on the rights of the child, focusing on children participation and inclusiveness
- 3) To strengthen the role of European municipalities as key actors in promoting children's rights in their territories

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	ICEI	ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE	IT	932287177
2	BEN	COMUNE DI PARMA	COMUNE DI PARMA	IT	996097754
3	BEN	PONTEDERA	COMUNE DI PONTEDERA	IT	969059780
4	BEN	REGGIO EMILIA	COMUNE DI REGGIO EMILIA	IT	996107939
5	BEN	CITTA DI TORINO	COMUNE DI TORINO	IT	986538792
6	BEN	Pares	PARES SOCIETA COOPERATIVA	IT	893304526

LIST OF WORK PACKAGES

Work packages <i>Grant Preparation (Work Packages screen) — Enter the info.</i>						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
WP1	Management, administration and coordination	1 - ICEI	9.94	1	24	D1.1 – Advisory Committee report D1.2 – Progress Report
WP2	Capacity building of Local authorities, educational community and children	1 - ICEI	14.46	2	9	D2.1 – Stakeholders mapping D2.2 – Analysis of the existing children's rights policies D2.3 – Training Handbook
WP3	Design, implementation and evaluation of local right of the child strategies	6 - Pares	30.51	11	19	D3.1 – Summary the participatory process D3.2 – Local strategies on children's rights D3.3 – Report of pilot actions D3.4 – Manifesto for children participation in local strategies D3.5 – Evaluation of the local processes in the partner cities
WP4	Networking and knowledge sharing	2 - COMUNE DI PARMA	10.92	9	22	D4.1 – Report of the National event for Italian Cities D4.2 – Report of the Youth Camp D4.3 – Report of study visit
WP5	Communication and dissemination	1 - ICEI	3.93	13	23	D5.1 – Report of the transnational event

Work package WP1 – Management, administration and coordination

Work Package Number	WP1	Lead Beneficiary	1 - ICEI
Work Package Name	Management, administration and coordination		
Start Month	1	End Month	24

Objectives

WP1, as crosscutting workpackage, is linked and contributes to all 3 specific objectives of the Action.

Description**T1.1 Elaboration of project management procedures**

At the start of the project (M1) and on the basis of the procedures of the CERV Programme, ICEI defines the project procedures, both at activity and administrative level. In particular, the following documents are elaborated: Administrative Manual; Project Activity plan; Communication plan.

T1.2 Coordination meetings of the Steering Committee

A Kick-off meeting will be carried out in Reggio Emilia in M2 with the participation of representatives of partners and relevant stakeholders (20 participants). The meeting aims to discuss partners' roles, present the project procedures (T1.1), draft a road map for the first year of project implementation, define tasks for internal and external communication system; share a first proposal for the monitoring and evaluation system. In addition, a special session will be dedicated to the establishment of the Advisory Committee and the definition of its functioning (T1.3).

In addition to the kick-off meeting, other 3 Coordination meetings (every 6 months, approx. 15 participants in each meeting) will be organized in Parma (M7), Pontedera (M13) and Pontedera (M19) to provide oversight over the project, to agree on and provide strategic guidance, and to ensure that the activities align with project expected outcomes.

Participants are representatives of the partners and key-stakeholders (including members of the Advisory Committee when relevant).

In addition to the 4 face-to-face events, further meetings will be organised online to address specific issues and orientate key actions of the project.

T1.3 Set up of the Advisory Committee

The Advisory Committee is an informal group designed to support the planning and implementation of the Action. Members are representatives of LAs, CSOs and representatives from children groups involved in the Action in the 4 partner cities. In particular, representatives of the children's groups will have a key role in the Advisory Committee with the aim of integrating their views within the entire project strategy and guiding the planning, implementation and evaluation of activities (see also section 2.4).

In addition, national and international organizations including ANCI - National Association of Italian Municipalities and the Council of Europe - Intercultural Cities Program (supporting entity) will be invited to participate to provide strategic guidance. Members will be appointed in the first months of the project and validated during the kick-off meeting (M2). The Advisory Committee will provide support through online sessions, in which the members are gathered to contribute to reach the expected objectives and impacts. These meetings will involve specific members of the Committee according to their competences and sector of intervention.

T1.4 Monitoring and risk management

A Monitoring and risk management plan is produced at the start of the project in order to review indicators, unit of measurement and sources, timeline, and detail the risk related to the key-activities. In addition to the Final Report required by the European Commission, n 4 internal reports will be produced by ICEI, based on a structured monitoring system, including a monitoring matrix, a careful management of risks (and countermeasures), a focus on gender equality and monitoring activities described in section 2.2.

Work package WP2 – Capacity building of Local authorities, educational community and children

Work Package Number	WP2	Lead Beneficiary	1 - ICEI
Work Package Name	Capacity building of Local authorities, educational community and children		

Start Month	2	End Month	9
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Objectives

SO1 – To improve the capacity of Local authorities, Children and Educational communities in 4 Italian cities to embed a child rights perspective in local policies and actions

Description

T2.1 Stakeholders mapping and analysis of the existing children's rights practices and policies in partner Cities

This task will consist of 2 complementary activities:

T2.1.1 Stakeholders mapping

In view of the construction of local participatory processes in the 4 partner cities (Parma, Pontedera, Reggio Emilia and Torino), a stakeholder mapping will be conducted to identify, analyse and engage the key-actors active in the field of child rights in each local context (M2-M4).

The mapping will provide a clear picture of the stakeholders involved in the promotion of children's rights at municipal level and it represents a crucial step towards building an inclusive and rights-based ecosystem that places the child at the centre of local governance and policy-making.

The mapping exercise sought to understand the diversity of stakeholders working directly or indirectly with and for children, and to assess their roles, responsibilities, capacities, and relationships, including municipal services, education organisations, non-governmental organisations, youth-led associations, cultural institutions, community groups, etc.

Special attention will be given to identifying stakeholders that support children in vulnerable situations, including those with a migrant background, and children at risk of discrimination and social exclusion.

The process will involve desk research and interviews with stakeholders to co-define their roles and identify synergies and gaps.

T2.1.2 Analysis of the existing children's rights practices and policies

An in-depth analysis of existing children's rights policies will be carried out in each city context. The objective will be to assess how local policies reflect, promote, and implement the principles enshrined in the EU Strategy on the Rights of the Child and in other relevant strategies, while identifying gaps, best practices and opportunities for policy enhancement.

In line with the 2 thematic areas of the EU Strategy targeted by the Action (n. 1 "Child participation" and n. 2 "Promote inclusive and child-friendly societies"), this exercise aims to support cities in creating inclusive, child-centred environments and to promote local governance that recognises children as rights-holders and active citizens.

PARES will carry out the study (M4-M6) in each partner city, including the analysis of relevant policy documents, action plans, legal frameworks, monitoring tools, and evaluation reports. The review will be completed with in-presence interviews/focus groups with staff of LAs (and other relevant stakeholders) to determine the level of alignment with EU strategies, the presence of dedicated resources and structures for children's rights, the priorities to be developed within the present Action. Moreover, the analysis will incorporate the views of children through the Advisory Committee and consultative groups that can be activated in each city.

This assessment will provide:

- An important basis for common benchmarks and indicators to be applied in the process of elaboration of rights of the child strategies (WP3)
- Specific attention to the gender component within existing policies, highlighting differences in priorities and impacts on male and female children, ensuring a gender perspective in the subsequent activities.

T2.2 Training programme for staff of 4 Italian Municipalities on children's rights, participation and inclusive policies

A comprehensive capacity-building programme will be developed and delivered in each target city by senior experts to LAs staff, including political/decision makers and technical level, with the following goals:

- Increase the ability to read each territory and its problems and to involve children for the creation of local policies
- Increase knowledge of existing tools and practices that can strengthen children's rights and integrate them into municipal policies
- Develop and strengthen attitudes, values and competences to effectively engage children in decision-making processes

The contents of the training modules will be developed with a tailor-made approach. The following training modules have been pre-identified:

Module #1: Tools and methodologies for youth participation in decision-making processes. The module aims to provide policymakers and public officials with practical tools to actively involve children in decision-making processes. The training will cover the following topics: public participation and children's engagement in public policy, including key

reference frameworks; institutional tools available at local, national, and European level; facilitation and co-creation techniques with children. National/European successful case studies will also be examined.

Module #2 – Experiences and platforms to support hybrid participatory processes for local authorities. This module introduces local authorities to innovative experiences and digital platforms that support hybrid participatory processes, combining in-person and online engagement. Participants will explore practical examples of how municipalities have used hybrid tools to broaden citizen participation, especially among children and underrepresented groups. A central case study is Decidim, an open-source platform developed by the Barcelona City Council to facilitate participatory democracy.

Module #3 – National tools and guidelines on child rights. The main existing tools and regulations will be discussed and analysed by experts in the field, thus providing a theoretical and practical framework. In particular, the “Generational Impact Assessment” and the national “Guidelines for the participation of girls and boys” are two of the most interest tools in the field. This module will provide information on theoretical elements and their practical application within public administration.

Module #4 – The Intercultural approach to promote inclusive and equal cities. Principles and key elements of the intercultural approach will be presented, considered as a set of knowledge and skills necessary to design and implement local policies in the field of child inclusion and equity.

A total of 18 hours of training will be delivered to indicatively 45 staff from the 4 cities (M4-M9).

The choice of participants will also be based on ensuring transversality within the municipality with the involvement of different departments and sectors. A “situated” approach will be adopted to provide competencies that are designed to be effectively applied in the everyday work environment.

T2.3 Training programme for CSOs staff on children’s rights and intercultural actions

In complementarity with activities targeting LAs, a capacity-building programme will be delivered to staff of educational community in the 4 target cities (M5-M8). The selection of organisations will take place in cooperation with the Cities and based on the stakeholder mapping (T2.1).

The aim of the capacity-building programme is to provide the necessary skills for effective participation in the process proposed by this Action, thus enabling educational services and organisations to actively participate and contribute to the subsequent local policy-making phase.

The duration will be approx. 10 hours and indicatively 65 staff of local stakeholders will participate in the training course. The training will focus on methodologies and tools to ensure an effective bottom-up participation of children in the process proposed by the Action:

Module #1 - How to build a child-centered educational community

A module designed to help staff understand the significance of establishing themselves as an educational community. This module will emphasize the importance of utilizing existing tools and adopting new approaches that prioritize child engagement and participation, making organizations increasingly capable of promoting participatory processes with children.

Module #2: How to build local children's rights strategies. Theoretical approaches to children's rights strategies at local level, understanding institutional decision-making processes and creating spaces for child democratic participation

Module #3: How to design and implement equality and inclusive actions for and with children. Different areas of discrimination of children (gender, geo-cultural origin, age, disability, sexual orientation, religion or belief) and groups at greatest risk of discrimination (Islamophobia, Afrophobia, antiziganism, homotransnegativity, xenoracism, anti-Semitism etc.) are analysed. The module will provide skills on how to design actions to support the construction of more child-inclusive cities.

T2.4 Strengthening the skills of children in the 4 partner cities

The activity will be aimed at young citizens involved in the 4 partner cities, through the realisation of training sessions based on the non-formal education methodologies, able to provide children with skills in a way that is suited to their needs.

As mentioned in section 2.1, the process will prioritise inclusivity, ensuring that children from diverse backgrounds have the opportunity to express their views, share their experiences, and contribute meaningfully to the formulation of participatory local strategies focusing on the promotion of their rights (WP3). The main goals of the sessions will be to provide:

- Theoretical concepts on participatory processes involving children: goals, expectations, past experiences, etc.
- Child-led initiatives, inclusive events and communication by and for children: ideas and good practices
- The presentation of ad hoc methodologies (such as the Anti-rumours) to support children in the process proposed by the Action

Module 1 - How to practice participatory leadership?

The module will accompany children to recognize their potential for representation, providing tools and suggestions to be bearers of interests of the groups they belong to, acquiring new techniques and strengthening their ability to initiate and manage participatory processes. They will share already known practices and experiment with new tools that can support the exercise of participatory leadership.

Module 2 – The anti-rumours methodology. A specific training session on the Anti-Rumour methodology, based on ICEI expertise on this methodology, will provide children with skills to design more inclusive and equal communities, based on the elimination of stereotypes and prejudices that affect children in their everyday context. The training methodology will use the work on “rumours” as a starting point to address deeper issues related to the causes and consequences of prejudice and its link to discrimination and exclusion.

Module 3 – “Field visits” by children in their local context. Complementary to the previous training modules, the groups of children in each city will carry out field visits in their local area, using a "researcher" approach and an intercultural perspective, in order to better understand the opportunities, challenges and fragilities of existing participation spaces.

The objectives of the activity are:

- Develop and strengthen children's observation and analysis skills to promote a critical approach on issues related to children's rights.
- Identify barriers, vulnerabilities and opportunities for improving participation mechanisms in local contexts
- Promote intercultural dialogue between children and local stakeholders

A total of about 105 children will be involved in the skills strengthening programme, for an indicative total of 12 hours delivered (M7-M9).

Considering their young age, a careful evaluation of the days and times most suitable for facilitating the active participation of the children will be ensured.

Work package WP3 – Design, implementation and evaluation of local right of the child strategies

Work Package Number	WP3	Lead Beneficiary	6 - Pares
Work Package Name	Design, implementation and evaluation of local right of the child strategies		
Start Month	11	End Month	19

Objectives

SO2 – To develop, implement and evaluate local strategies on the rights of the child, focusing on children participation and inclusiveness

Description

T3.1 Building participatory frameworks with local authorities, children and educational community

Specific spaces of dialogue and collaboration between the local authority and children will be defined in each city, with the establishment/strengthening of local children's participation mechanisms.

Based on PARES' experience in supporting participatory cooperation frameworks and mechanisms at local level, the following 2 steps will be implemented in each city (M9-M11):

Step 1 – Identification of the cooperation framework in each city

A concrete framework of participation - on which to engage children in the 4 cities - will be defined through workshops and meetings with representatives of the Municipalities. Given that the Action operates specifically at local level, the mechanism identified by the public administrations and children's groups will be, for example, children's assemblies, children councils, children participatory budgeting, co-design of collaboration agreements.

Step 2 – Codesign of local participatory processes

Following the identification of the framework of cooperation, 4 participation processes will be defined in the target cities. For this, technicians of the municipalities, decision-makers and children's groups will agree on:

- i) Objectives to be reached by the participatory process
- ii) Activities to be implemented

iii) Timeline

iv) Methodologies to be applied

v) Stakeholders to be involved

and will produce a Summary of the participatory process in each city (D3.1)

N. 9 online and 4 in-presence meetings will be held by PARES and partner cities to develop the above-mentioned tasks. These steps will be fundamental for the subsequent phase of elaboration and implementation of local strategies for children's rights (T3.2 and T3.3), guaranteeing that the entire process planned in WP3 will be based on a participatory scheme shared and accepted by all the subjects involved.

T3.2 Elaboration of participatory local strategies on children's rights

The participatory framework co-designed in the previous phase (T3.1) will be applied in each city to develop local strategies on the children's right, with particular reference to the construction of city strategies to promote the two areas of the EU Strategy targeted by the Action ("Child participation" and "Promote inclusive and child-friendly societies").

The objective will be to bring the experience and the "voice" of the young citizens to an institutional dimension, building bridges and alliances with decision makers. In particular, each local strategy will provide:

- Priorities and proposals to be addressed by the local strategies, integrating the point of view of children and the intercultural approach.
- A set of pilot actions to be implemented by children in each city in the field of diversity and inclusion, supporting the efforts of LAs in building more inclusive and equal cities for and with children.

The local strategies (M11-M13) will involve LAs, children and the educational community and relevant stakeholders identified in the design of the participatory frameworks (T3.1). The participatory approach defined in T3.1 will ensure that children are fully considered as active citizens, recognising their unique perspectives and treating them as key stakeholders in decisions that affect their lives. Their contributions will be collected during a series of meetings that will be held with LAs, and other relevant organisations: workshops, public discussions and co-design sessions, all facilitated in a child-friendly manner to guarantee accessibility and engagement.

At least 12 meetings will be held with LAs, children's groups and relevant stakeholders, with the participation of PARES experts (from M9 to M11).

Approximately 150 people will be involved in the process, including an estimated 105 children in the 4 cities.

At the end of the process, n. 4 local strategies on children's rights will be produced (D3.2). Each strategy will reflect the needs, priorities, and aspirations of the children in their community. The resulting strategies will not merely be symbolic: they are intended to serve as actionable roadmaps that LAs and educational communities can implement in their territory.

T3.3 Child-led pilot actions to promote the role of children in interculturalism and diversity

The strategies co-designed in T3.2 will be implemented by children's groups and LAs through pilot actions that will be organized, managed and implemented by children, with the support of local stakeholders (M13-M16).

Among the actions foreseen within the strategies (D3.2), the groups of children and the municipal representatives will choose approximately 3 pilot actions for each city, to be implemented in the reference areas.

The pilot actions will allow children's groups to become active protagonists in building more inclusive and intercultural communities, strengthening their civic participation, thus contributing to the 2 areas of the EU Strategy targeted by the Action (n. 1 and n. 2).

Through the direct management of activities, children's groups will be able to express their visions, value diversity, promote intercultural dialogue, and contribute to making public life more equitable and representative. These experiences will provide concrete opportunities to develop civic and social skills, foster a sense of belonging, and encourage long-term engagement.

Approximately 105 children will be protagonists of the implementation of 3 child-led pilot actions in each city, reaching a high number of citizens, children but also adults (indicatively 5.000 citizens reached).

T3.4 Manifesto for children participation in local strategies

A Manifesto (D3.3) will be produced to promote the involvement of children in the local decision-making process, providing recommendations to ensure the effective integration of children's input into local policies, including:

- Guiding principles for children participation
- Tools and forms of participation that can be activated locally
- Communication strategies and inclusive language

The Manifesto will also support local administrations to improve and replicate the piloted actions also after the end of the project.

To create the Manifesto (M15-M16), which will be a product co-developed with children and above all designed to be easily read and applied by them, 3 workshops for the collaborative writing will be held. The results of these workshops

will be used to create a graphic product, easy to disseminate and use, both for decision makers and practitioners, and for children.

T3.5 Participatory evaluation of the local processes in the partner cities

A participatory evaluation will be conducted across the 4 cities involved in the project, engaging a comprehensive range of stakeholders to ensure that the process is both inclusive and reflective of diverse perspectives.

This evaluation will be carried out through workshops in each partner city - conducted by PARES - involving not only institutional actors and professionals, but also the direct participation of children, educators and CSOs. The central aim of the evaluation will be to critically assess the activities carried out throughout the Action, to identify what aspects have worked effectively, what challenges have emerged and what areas need to be improved for future initiatives. This collaborative approach to evaluation will contribute to a deeper understanding of SPACE's strengths, allowing stakeholders to build upon successful practices while addressing any gaps related to the promotion of children's rights at the local level.

The activity (M17–M19) will also include the development of a comprehensive Child Rights Impact Assessment that will evaluate how the Action have influenced the promotion of children's rights. Through the Assessment, local authorities will be able to identify the long-term implications of their interventions on children's rights, enabling them to make informed decisions about future policies and programmes.

Work package WP4 – Networking and knowledge sharing

Work Package Number	WP4	Lead Beneficiary	2 - COMUNE DI PARMA
Work Package Name	Networking and knowledge sharing		
Start Month	9	End Month	22

Objectives

SO3 – To strengthen the role of European municipalities as key actors in promoting children's rights in their territories.

Description

T4.1 National knowledge sharing for Italian Cities

This task will consist of 2 complementary activities:

T4.1.1 National event for Italian Cities

A National event for Italian Cities will be organised in Parma (M17) in synergy with the Italian Intercultural Cities Network and the “Parma European Youth Capital 2027”.

The 2-day event will target political and technical staff of cities, with approx. 25 participants from municipalities and relevant institutions, including an estimated of 7 Italian cities (in addition to the 4 partner cities).

The event will have the following two main goals:

- Present the experience and results of the Action, and share lessons learnt among peers.
- Support the follow-up of the project and the scale-up of its experience to other LAs.

Thematic and peer exchange sessions will be scheduled within the event, as well as the sharing of SPACE project deliverables.

T4.1.2 Community of Practices among Italian cities

A Community of Practices among the Italian cities will be promoted and will meet regularly (online) (M9-M22) to exchange learnings, share case studies and best practices as well as failures and challenges related to the involvement of children in local strategies.

The objective of the Community of Practices will be the exchange and transfer of experience on the topics covered by the initiative, involving approx. 40 representatives from municipalities in Italy.

The 3 distinctive characteristics of the Community are:

- A common field of interest and a wide range of on-the-ground experiences
- The involvement of professionals in participatory discussions and activities, building relationships that can foster shared learning
- The identification and sharing of best practices, including a common repertoire of experiences (e.g. the

The Task will apply a consolidated methodology for the animation of the Community tested by ICEI in EU-funded initiatives (e.g. the project DiverCities see section 1.3).

T4.2 National Youth Camp in Parma

An important opportunity for knowledge sharing and exchange at national level will also be offered to the children involved in the project activities.

The Youth Camp will be a 3-days event where 20 children from the 4 target Italian cities meet and work with the following objectives:

- i. Foster the sharing of experiences among children, enabling peer exchange and sharing of practices and ideas
- ii. Provide moments of in-depth training on topic such as the participatory processes, the anti-rumours, the inclusive communication, etc.
- iii. Develop contents for the activities with public institutions and for the communication campaign

Experts, speakers and facilitators will be involved so as to ensure adequate expertise for a high-quality event.

More details on the contents and agenda of the Youth camp will be developed based on the feedback collected during the capacity building phase (WP2) and will include the direct contribution of children, that will provide their suggestions and proposals in the organisation of the event. Moreover, this activity is based on the experience developed by ICEI and in particular by the project EPIC_IDEA (see section 3.1): this experience will be valorised and applied in the construction of the SPACE project's Youth Camp.

The Youth Camp will be held in M17 in Parma, building on the significant synergy with the “Parma European Youth Capital 2027” both in terms of dissemination of contents and results, and visibility.

T4.3 Knowledge sharing events for European Cities

This task will consist of 3 complementary activities:

4.3.1 Participation in in-presence or online events organized by the Council of Europe and other international bodies to present the project and its results. In particular, the cooperation with the Intercultural Cities Programme of the Council of Europe (supporting entity), with more than 150 member cities, will provide an important knowledge-sharing opportunities within its wide calendar of events targeting member cities, with no cost for the present Action.

4.3.2 Webinars for European municipalities

At least 2 webinars will be organized (M15, M17) to present project activities, results and deliverables to other European LAs, through the cooperation with the Council of Europe and the 5 supporting cities from Spain and Portugal. The webinar will provide opportunities for a wide peer-to-peer exchanges among European Cities ensuring:

- a) Large dissemination of project results to other European LAs
- b) Sharing of knowledge on the topic of children participation and children rights, thus stimulating the debate in other countries
- c) Laying the groundwork for future cooperation among European LAs

4.3.3 Study visit

A study visit for the 5 European supporting cities will be organized in Italy with the aim to visit SPACE good practices, meet administrators and decision makers from the 4 Italian partner cities in order to share insights of their work in the Action, strengthen connections and learn from each other's expertise.

The choice of the city (or cities) that will host the study visit will be based on the most relevant results obtained by partner cities. The Study Visit (M15) will last 3 days, for a total of 10 participants from the partner and associate cities.

Work package WP5 – Communication and dissemination

Work Package Number	WP5	Lead Beneficiary	1 - ICEI
Work Package Name	Communication and dissemination		
Start Month	13	End Month	23

Objectives

SO2 – To develop, implement and evaluate local strategies on the rights of the child, focusing on children participation and inclusiveness

SO3 – To strengthen the role of European municipalities as key actors in promoting children's rights in their territories

Description
T5.1 Child-led communication campaign The communication campaign will be developed with the goal of raising the awareness about how children can participate and have a leading role in the future of their cities. Children engaged in the local process will participate to the design of a communication campaign to promote a positive narrative of diversity and the role of children in building more inclusive societies. The approach used will be based on the involvement in the 4 cities of children's "Editorial teams", with the aim of ensuring that children play a real role as protagonists, and not just as megaphones of content developed by adults. The Editorial teams will be supported by communication experts, and priority will be given to the production of visual content, particularly images and videos, while maintaining a "light" and ironic communicative approach that will make the message go viral among children. The key-messages of the communicative content produced by children will be aimed at enhancing the role of their peers within the elaboration and implementation of local strategies on children's rights. The campaign (M13-M18) will be disseminated through social media channels and media-partners and a sponsored editorial plan will be adopted with the support of an external communication agency. The communication contents produced by the children's Editorial teams will have an estimated reach of 30.000 people. T5.2 High-level transnational dissemination final event in Strasbourg A transnational event will be held in Strasbourg to share project results and insights with relevant transnational stakeholders, including the European Commission, the Council of Europe, LAs and international organisations. A total of 30 participants are expected in the event. During the meeting, partners will present to international stakeholders: • The overall process developed by the Action • The key documents and deliverables produced • The possibility of replicating and incorporating the results of the Action in other countries and at transnational level. The event will also include peer-to-peer discussion sessions, facilitated by experts and with the presence of the Intercultural Cities Programme, to foster cross border cooperation and the integration of SPACE results into future interventions in the European cities attending the meeting.

STAFF EFFORT

Staff effort per participant						
Grant Preparation (Work packages - Effort screen) — Enter the info.						
Participant	WP1	WP2	WP3	WP4	WP5	Total Person-Months
1 - ICEI	8.70	9.13	8.55	7.85	2.46	36.69
2 - COMUNE DI PARMA	0.25	0.25	0.55	1.10	0.25	2.40
3 - PONTEDERA	0.20	1.15	2.37	0.20	0.20	4.12
4 - REGGIO EMILIA	0.33	1.25	2.17	1.04	0.30	5.09
5 - CITTA DI TORINO	0.23	0.45	1.10	0.23	0.22	2.23
6 - Pares	0.23	2.23	15.77	0.50	0.50	19.23
Total Person-Months	9.94	14.46	30.51	10.92	3.93	69.76

LIST OF DELIVERABLES

Deliverables <i>Grant Preparation (Deliverables screen) — Enter the info.</i> <i>The labels used mean:</i> <i>Public — fully open (🚩 automatically posted online)</i> <i>Sensitive — limited under the conditions of the Grant Agreement</i> <i>EU classified —RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444</i>						
Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D1.1	Advisory Committee report	WP1	1 - ICEI	R — Document, report	PU - Public	24
D1.2	Progress Report	WP1	1 - ICEI	R — Document, report	PU - Public	13
D2.1	Stakeholders mapping	WP2	6 - Pares	R — Document, report	PU - Public	4
D2.2	Analysis of the existing children's rights policies	WP2	6 - Pares	R — Document, report	PU - Public	6
D2.3	Training Handbook	WP2	1 - ICEI	R — Document, report	PU - Public	9
D3.1	Summary the participatory process	WP3	6 - Pares	R — Document, report	PU - Public	11
D3.2	Local strategies on children's rights	WP3	6 - Pares	R — Document, report	PU - Public	13
D3.3	Report of pilot actions	WP3	1 - ICEI	R — Document, report	PU - Public	16
D3.4	Manifesto for children participation in local strategies	WP3	6 - Pares	R — Document, report	PU - Public	16
D3.5	Evaluation of the local processes in the partner cities	WP3	6 - Pares	R — Document, report	PU - Public	19
D4.1	Report of the National event for Italian Cities	WP4	1 - ICEI	R — Document, report	PU - Public	17
D4.2	Report of the Youth Camp	WP4	1 - ICEI	R — Document, report	PU - Public	17
D4.3	Report of study visit	WP4	1 - ICEI	R — Document, report	PU - Public	15

Deliverables

Grant Preparation (Deliverables screen) — Enter the info.

The labels used mean:

Public — fully open ( automatically posted online)

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EU classified —RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#)

Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D5.1	Report of the transnational event	WP5	1 - ICEI	R — Document, report	PU - Public	23

Deliverable D1.1 – Advisory Committee report

Deliverable Number	D1.1	Lead Beneficiary	1 - ICEI
Deliverable Name	Advisory Committee report		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	24	Work Package No	WP1

Description
Report of the activities of the Advisory Committee, with a focus on the role of children in the strategic orientation. Digital, EN. Members of the Advisory Committee are representatives of LAs, CSOs, relevant stakeholders and representatives from children groups involved in the Action in the 4 partner cities. The Advisory Committee will provide support through online sessions, in which the members are gathered to contribute to reach the expected objectives and impacts. These meetings will involve specific members of the Committee according to their competences and sector of intervention.

Deliverable D1.2 – Progress Report

Deliverable Number	D1.2	Lead Beneficiary	1 - ICEI
Deliverable Name	Progress Report		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	13	Work Package No	WP1

Description
Progress report to assess the implementation of the project. The report will provide information on the progress of activities, results achieved, deviations from the initial forecast and any critical issues. It will also provide quantitative data and qualitative assessments on the implementation of the Action, including the role of individual partners and key stakeholders involved.

Deliverable D2.1 – Stakeholders mapping

Deliverable Number	D2.1	Lead Beneficiary	6 - Pares
Deliverable Name	Stakeholders mapping		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP2

Description
Mapping of the contexts and key-stakeholders in 4 Italian cities. IT, digital. A stakeholder mapping will be conducted by PARES to identify, analyse and engage the key-actors active in the field of child rights in each local context (4 municipalities). The mapping exercise sought to understand the diversity of stakeholders working directly or indirectly with and for children, and to assess their roles, responsibilities, capacities, and relationships, including municipal services, education organisations, non-governmental organisations, youth-led associations, cultural institutions, community groups, etc The process will involve desk research and interviews with stakeholders to co-define their roles and identify synergies and gaps.

Deliverable D2.2 – Analysis of the existing children's rights policies

Deliverable Number	D2.2	Lead Beneficiary	6 - Pares
Deliverable Name	Analysis of the existing children's rights policies		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	6	Work Package No	WP2

Description
Analysis carried out in 4 Italian cities. IT, digital. PARES will carry out the study in each partner city, including the analysis of relevant policy documents, action plans, legal frameworks, monitoring tools, and evaluation reports. The review will be completed with in-presence interviews/ focus groups with staff of LAs (and other relevant stakeholders) to determine the level of alignment with EU strategies, the presence of dedicated resources and structures for children's rights, the priorities to be developed within the present Action. This assessment will provide: • An important basis for common benchmarks and indicators to be applied in the process of elaboration of rights of the child strategies (WP3) • Specific attention to the gender component within existing policies, highlighting differences in priorities and impacts on male and female children, ensuring a gender perspective in the subsequent activities.

Deliverable D2.3 – Training Handbook

Deliverable Number	D2.3	Lead Beneficiary	1 - ICEI
Deliverable Name	Training Handbook		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	9	Work Package No	WP2

Description
Handbook for policymakers and educational community. IT and EN, digital. The handbook will provide training contents based on the capacity-building programme developed and delivered to LAs personnel and staff of educational community in the 4 target cities. Indicatively, the following modules will be developed in the Handbook: For Local Authorities: Module #1: Tools and methodologies for youth participation in decision-making processes Module #2 – Experiences and platforms to support hybrid participatory processes for local authorities Module #3 – National tools and guidelines on child rights Module #4 – The Intercultural approach to promote inclusive and equal cities. For Educating communities: Module #1 - How to build a child-centered educational community Module #2: How to build local children's rights strategies Module #3: How to design and implement equality and inclusive actions for and with children.

Deliverable D3.1 – Summary the participatory process

Deliverable Number	D3.1	Lead Beneficiary	6 - Pares
Deliverable Name	Summary the participatory process		
Type	R — Document, report	Dissemination Level	PU - Public

Due Date (month)	11	Work Package No	WP3
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Description
n. 4 Summaries presenting participatory local processes. IT, digital (150 participants). Specific spaces of dialogue and collaboration between the local authority and children will be defined in each city, with the establishment/strengthening of local children's participation mechanisms. The following 2 steps will be implemented in each city: Step 1 – Identification of the cooperation framework in each city Step 2 – Codesign of local participatory processes N. 9 online and 4 in-presence meetings will be held by PARES and partner cities to develop the above-mentioned tasks. The process carried out in each city will be described and presented in the present deliverable.

Deliverable D3.2 – Local strategies on children's rights

Deliverable Number	D3.2	Lead Beneficiary	6 - Pares
Deliverable Name	Local strategies on children's rights		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	13	Work Package No	WP3

Description
n. 4 local strategies elaborated. IT, EN, digital The objective of this activity will be to bring the experience and the “voice” of the young citizens to an institutional dimension, building bridges and alliances with decision makers. In particular, each local strategy will provide: • Priorities and proposals to be addressed by the local strategies, integrating the point of view of children and the intercultural approach. • A set of pilot actions to be implemented by children in each city in the field of diversity and inclusion, supporting the efforts of LAs in building more inclusive and equal cities for and with children. At least 12 meetings will be held with LAs, children's groups and relevant stakeholders, with the participation of PARES experts. Approximately 150 people will be involved in the process, including an estimated 105 children in the 4 cities. At the end of the process, n. 4 local strategies on children's rights will be produced. Each strategy will reflect the needs, priorities, and aspirations of the children in their community.

Deliverable D3.3 – Report of pilot actions

Deliverable Number	D3.3	Lead Beneficiary	1 - ICEI
Deliverable Name	Report of pilot actions		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	16	Work Package No	WP3

Description
Report of pilot actions implemented. IT, digital (105 children involved, approx. 5.000 citizens reached). The strategies co-designed in T3.2 will be implemented by children's groups and LAs through pilot actions that will be organized, managed and implemented by children, with the support of local stakeholders. The groups of children and the municipal representatives will choose approximately 3 pilot actions for each city, to be implemented in the reference areas.

Approximately 105 children will be protagonists of the implementation of 3 child-led pilot actions in each city, reaching a high number of citizens, children but also adults (indicatively 5.000 citizens reached).

Deliverable D3.4 – Manifesto for children participation in local strategies

Deliverable Number	D3.4	Lead Beneficiary	6 - Pares
Deliverable Name	Manifesto for children participation in local strategies		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	16	Work Package No	WP3

Description

Manifesto on children participation in local strategies. IT and EN, digital.

A Manifesto will be produced to promote the involvement of children in the local decision-making process, providing recommendations to ensure the effective integration of children's input into local policies, including:

- Guiding principles for children participation
- Tools and forms of participation that can be activated locally
- Communication strategies and inclusive language

To create the Manifesto, which will be a product co-developed with children and above all designed to be easily read and applied by them, 3 workshops for the collaborative writing will be held. The results of these workshops will be used to create a graphic product, easy to disseminate and use, both for decision makers and practitioners, and for children.

Deliverable D3.5 – Evaluation of the local processes in the partner cities

Deliverable Number	D3.5	Lead Beneficiary	6 - Pares
Deliverable Name	Evaluation of the local processes in the partner cities		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	19	Work Package No	WP3

Description

Evaluation report of the process. IT and EN, digital.

A participatory evaluation will be conducted across the 4 cities involved in the project, engaging a comprehensive range of stakeholders to ensure that the process is both inclusive and reflective of diverse perspectives.

This evaluation will be carried out through workshops in each partner city - conducted by PARES - involving not only institutional actors and professionals, but also the direct participation of children, educators and CSOs.

The central aim of the evaluation will be to critically assess the activities carried out throughout the Action, to identify what aspects have worked effectively, what challenges have emerged and what areas need to be improved for future initiatives

Deliverable D4.1 – Report of the National event for Italian Cities

Deliverable Number	D4.1	Lead Beneficiary	1 - ICEI
Deliverable Name	Report of the National event for Italian Cities		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	17	Work Package No	WP4

Description

Report of the national event for Italian municipalities. EN, digital (25 participants from municipalities and relevant institutions).

A National event for Italian Cities will be organised in Parma in synergy with the Italian Intercultural Cities Network and the “Parma European Youth Capital 2027”.

The 2-day event will target political and technical staff of cities, with approx. 25 participants from municipalities and relevant institutions, including an estimated of 7 Italian cities (in addition to the 4 partner cities).

The event will have the following two main goals:

- a) Present the experience and results of the Action, and share lessons learnt among peers.
- b) Support the follow-up of the project and the scale-up of its experience to other LAs.

Deliverable D4.2 – Report of the Youth Camp

Deliverable Number	D4.2	Lead Beneficiary	1 - ICEI
Deliverable Name	Report of the Youth Camp		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	17	Work Package No	WP4

Description

Report of the Youth Camp. EN, digital (20 children from the 4 target Italian cities).

The Youth Camp will be a 3-days event where 20 children from the 4 target Italian cities meet and work with the following objectives:

- i. Foster the sharing of experiences among children, enabling peer exchange and sharing of practices and ideas
- ii. Provide moments of in-depth training on topic such as the participatory processes, the anti-rumours, the inclusive communication, etc.
- iii. Develop contents for the activities with public institutions and for the communication campaign

The Youth Camp will be held in M17 in Parma, building on the significant synergy with the “Parma European Youth Capital 2027” both in terms of dissemination of contents and results, and visibility.

Deliverable D4.3 – Report of study visit

Deliverable Number	D4.3	Lead Beneficiary	1 - ICEI
Deliverable Name	Report of study visit		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	15	Work Package No	WP4

Description

Report of the Study visit. EN, digital (10 participants from the partner and associate cities).

A study visit for the 5 European supporting cities will be organized in Italy with the aim to visit SPACE good practices, meet administrators and decision makers from the 4 Italian partner cities in order to share insights of their work in the Action, strengthen connections and learn from each other's expertise.

The choice of the city (or cities) that will host the study visit will be based on the most relevant results obtained by partner cities. The Study Visit will last 3 days, for a total of 10 participants from the partner and associate cities.

Deliverable D5.1 – Report of the transnational event

Deliverable Number	D5.1	Lead Beneficiary	1 - ICEI
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Deliverable Name	Report of the transnational event		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	23	Work Package No	WP5

Description
Report of the transnational event held in Strasbourg. EN, digital (30 participants). A transnational event will be held in Strasbourg to share project results and insights with relevant transnational stakeholders, including the European Commission, the Council of Europe, LAs and international organisations. A total of 30 participants are expected in the event. During the meeting, partners will present to international stakeholders: • The overall process developed by the Action • The key documents and deliverables produced • The possibility of replicating and incorporating the results of the Action in other countries and at transnational level.

LIST OF MILESTONES

Milestones					
Grant Preparation (Milestones screen) — Enter the info.					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
1	Kick-off of the Action	WP1	1 - ICEI	List of presence and report of the meeting.	2
2	Capacity building process concluded	WP2	1 - ICEI	Evidence of training activities carried out (list of presence, report of trainers, etc)	9
3	Local strategies on children's rights elaborated	WP3	6 - Pares	Evidence of the processes carried out in the 4 cities: activity report for T4.1 and D4.1	13
4	Child-led pilot actions concluded	WP3	1 - ICEI	Evidence of the processes carried out in the 4 cities: report of pilot actions, D4.2	16
5	Community of Practices	WP4	1 - ICEI	Report of the meetings of the Community.	9
6	Youth-led communication campaign	WP5	1 - ICEI	Communication material produced by children's "Editorial teams"	18

LIST OF CRITICAL RISKS

Critical risks & risk management strategy			
Grant Preparation (Critical Risks screen) — Enter the info.			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	Deadlock situations or limitation caused by health or social emergencies Impact: Medium-high Probability: Medium-low	WP1, WP4, WP5, WP2, WP3	Scenario-specific response plans with updated indications will be elaborated by the Consortium in order to ensure the implementation of project activities. These plans will

Critical risks & risk management strategy <i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
			provide indications on the mitigation measures for each activity, including the re-planning of in-presence activities such as mobilities and public consultations.
2	Weak engagement of children in project activities, with particular attention of those with disadvantaged backgrounds Impact: High Probability: Medium-low	WP1, WP4, WP5, WP2, WP3	The project approach includes a specific child participation strategy based on 3 pillars: • The key role of LAs and local stakeholders already working with children in their daily activities • The existing capillary cooperation between LAs and local groups (informal groups, associations, services, etc.) will ensure the direct involvement of children from different backgrounds. • A solid engagement strategy, focusing on the participation of children in all phases of the Action, including the strategic level (Advisory Committee) and communication (WP5).
3	Gender gap due to limited involvement of girls in the child participation process due to exclusionary attitudes Probability: medium Impact: medium-high	WP5, WP2, WP3	The initiative has already designed the activities according to a gender-sensitive approach. In addition, the Project will adopt the Gender Impact Assessment approach promoted by the European Institute for Gender Equality (included in the initiative's monitoring system), which will ensure a strong focus on gender equality and the empowerment of girl beneficiaries in the planning and implementation of all activities.
4	Delays caused by LAs bureaucracy that slow down the implementation of the project. Probability: medium Impact: medium-high	WP1, WP4, WP5, WP2, WP3	ICEI will ensure a continuous technical support to LAs and Administrative and Financial guidelines will be provided at the beginning of each Action. Moreover, the Administration officers of ICEI will provide support to stakeholders/services involved in the activities to ensure a smooth financial management.
5	Political change in municipalities unwilling to support local child rights policies Impact: Medium-high Probability: Medium-low	WP2, WP3	ICEI will ensure a continuous cooperation with public authorities with a 2-fold strategy: • LAs have been directly involved in the Action as partners and their commitment will be supported by the participation in the Italian Intercultural Cities network, of which ICEI is the coordinator. • the Action will liaise with senior staff to establish relationships that go beyond the political/electoral level, ensuring continuity to the cooperation
6	Weak capacity of partner municipalities to support children's real influence on inclusiveness and equity issues Probability: Medium Impact: High	WP2, WP3	The choice of the LAs has been made on the basis of an analysis of the interest and willingness of the local administrations to guarantee proper support for the project activities and the work carried out by the children's groups. Moreover, the participation of the municipalities in

Critical risks & risk management strategy <i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
			the Italian network of Intercultural Cities will guarantee an important political and technical commitment in the medium term.
7	Lack of harmonisation in bottom-up methodologies used in the different cities Impact: Medium-high Probability: Low	WP2, WP3	A strong cooperation is included in project strategy through the creation of a specific management structures, from the strategic to the operational level (see section 2.4). These structures provide a clear framework for the follow-up of project methodology. Moreover, PARES will provide ad hoc assistance and support to solve specific issues and difficulties.
8	Difficult cooperation between LAs and local stakeholders Impact: Medium-High Probability: Medium-Low	WP2, WP3	A specific strategy to promote multi-stakeholder cooperation is embed in the Action and will support through direct project activities planned in WP2 and WP3.
9	Difficult communication and cooperation within the Consortium. Impact: High Probability: Low	WP1, WP4, WP5, WP2, WP3	In addition to structurers mentioned in section 2.4, ICEI will organise online coordination meetings (bilateral/multi-lateral) to support partners and facilitate internal communication. Ad hoc meetings will be organized with partners facing specific difficulties.
10	Difficult financial management of the Action Impact: Medium Probability: Medium-low	WP1, WP4, WP5, WP2, WP3	Support measures have been included in project financial management (section 2.6). Moreover, ICEI will be in charge of providing ad hoc assistance to each partner, including trainings and technical support.
11	Changes of key-project staff with negative impact on the implementation of project activities Impact: Medium Probability: Medium	WP1, WP4, WP5, WP2, WP3	As listed in section 2.3, each partner involves at least 3 senior staff in the Action. Moreover, activities will be extended to other technical staff, ensuring that the partners will involve a good number of internal personnel, facilitating the quick replacement of staff, if needed.

TECHNICAL DESCRIPTION (PART B)

COVER PAGE

PROJECT	
Project name:	Supporting Participatory Actions for Children's Engagement on interculturalism and democracy
Project acronym:	SPACE
Coordinator contact:	Simone PETTORRUSO, ICEI

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1. RELEVANCE

1.1 Background and general objectives

Background and general objectives

Describe the background and rationale of the project.

How is the project relevant to the scope of the call? How does the project address the general objectives of the call? What is the project's contribution to the priorities of the call?

Which target groups will be supported/assisted by/in the project. Why have you chosen to focus on them?

Background of the project

The project **SPACE - Supporting Participatory Actions for Children's Engagement on interculturalism and democracy** builds on the cooperation among European cities established within the framework of the Council of Europe's Intercultural Cities Programme.

The Action is based on a partnership of 4 Italian Municipalities (Reggio Emilia, Parma, Pontedera and Torino), a social enterprise (PARES) with a relevant experience in supporting participatory processes with LAs, and ICEI (lead partner), that is also the coordinator of the Italian network of Intercultural Cities. Moreover, the Consortium can count on the presence of important European supporting entities, including the Council of Europe - Intercultural Cities Programme and 5 Municipalities from Spain and Portugal (Castelló de la Plana, Tenerife, Fuenlabrada, Vila Verde and Santa Maria de Feira).

Consequently, a total of **9 Municipalities from 3 European countries** will be directly involved in the Action, 4 as partner organisations and 5 as supporting entities (letters of support are attached).

In addition, the Intercultural Cities Programme of the Council of Europe will play an important role in facilitating the exchange of good practices with other 25 European Cities and in the dissemination and sustainability of the results to its international network (over 150 member cities).

Project relevance

The General Objective of the Action is to promote a systematic approach to children's rights at city level by developing local multi-stakeholder strategies and participatory actions to build more inclusive and equitable cities.

In particular, the Action aims to create a lasting and integrated mechanism within public administrations to ensure the implementation of the *EU Strategy on the Rights of the Child* within local policies, with particular reference to two areas of the Strategy: the first one, "*Empower children to be active citizens and members of democratic societies*", and the n. 2 "*Promote inclusive and child-friendly societies*".

The construction of this process will be based on the valorisation of the role of children (especially those from disadvantaged backgrounds) and their potential with regard to the issues that directly concern them, with a particular focus on policies and actions promoting diversity and inclusion for children.

This approach will be supported by the strengthening of skills and of coordination efforts at territorial level between local authorities and the so-called Educational community (schools, educational services, civil society organisations).

Another level of intervention - functional to the creation of an environment favorable to the promotion of children's rights - is the development of an awareness-raising campaign designed and implemented by children, to raise awareness of their role among both technicians and the general public.

Considering its objective and intervention logic, the project *SPACE* clearly contributes to the overall scope of the call CERV-2025-CHILD and to its Priority n. 3 "Embedding a rights of the child perspective in actions at national and local level" by creating the conditions for a long-term integration of the rights of the child perspective in local policy-making and public interventions, ensuring a systematic approach with the involvement of key-local stakeholders.

Moreover, the Action will directly contribute to several expected impacts of the call CERV-2025-CHILD, as further explained in section 3.1.

In particular, this proposal seeks to develop strategies on the rights of the child based on four fundamental pillars:

- i. Working at the local level, as the level closest to citizens (and especially children)
- ii. The definition of multi-stakeholder structured cooperation, involving key players in each territory
- iii. The promotion of local policies based on real child participation, with particular reference to children with disadvantaged backgrounds (*thematic area n. 1 of the EU Strategy on the Rights of the Child*)
- iv. The focus on the promotion of Equality and inclusion for and with children (*thematic area n. 2 of the EU Strategy*), thus creating the conditions for building more inclusive and intercultural cities

Through the proposed approach, the Action demonstrates significant relevance in directly contributing to the 'on the ground' implementation of the following policies and initiatives:

- The *EU strategy on the rights of the child*, in particular its thematic area n. 1 ("Empower children to be active citizens and members of democratic societies") and thematic area n. 2 ("Promote inclusive and child-friendly societies").
- The "*Charter of Fundamental Rights in the EU*", including its article 24 "The right of the child" mentioning that "*They may express their views freely. Such views shall be taken into consideration on matters which concern them in accordance with their age and maturity*"
- The *United Nations Convention on the rights of the child*, in particular its articles 12, 29 and 31
- The report "*Our Europe, Our Rights, Our Future*", and two overall recommendations focusing on the "Equal treatment for all children with particular attention to children in vulnerable situations" and the "Children's participation in decision making"
- The "*Commission Recommendation on integrated on developing and strengthening integrated child protection systems in the best interests of the child*", the priorities of the "*UN Committee on the*

Rights of the Child" and the Article 3(3) of the *Treaty on European Union*, to which the strategy proposed by the *SPACE* project refers in a structured and comprehensive manner.

In addition, *SPACE* supports the implementation of relevant other EU strategies and initiatives, such as:

- The *"European Democracy Action Plan"*, in particular in the priority "Promoting democratic engagement and active participation beyond elections" (art. 2.4) and its goals, such as "involving citizens in policy- and decision-making enhances democratic legitimacy and trust".
- The *"EU Citizenship Report"*, in particular the priorities: "Increase citizens' involvement at all stages of the democratic process" (par 7.2.2) and "Empowering citizens' participation in the democratic process" with a specific attention to "the need encourage young people to become active citizens, agents of solidarity and positive change for communities across Europe".
- The *"Commission Recommendation on promoting the engagement and effective participation of citizens and civil society organisations in public policy-making processes"*, that highlights the importance of "inclusive and effective engagement of public authorities with citizens, civil society organisations [...] in their public policy-making processes (3)", the need to "encourage the participation of children and young people in democratic life in the Union (16)".
- The *EU Youth Dialogue tool*, that will be included in the capacity building of youth workers and youth activities to coordinate effort in encouraging democratic participation of young people
- The *European Citizens' Initiative (ECI)* which will be included among the useful tools to give voice and visibility to young activists in the 4 countries
- Finally, *SPACE* integrates a gender-sensitive approach and will contribute to the inclusion of the Gender as a cross-cutting topic in local policies and children's involvement, thus contributing to the implementation on the ground of the **"Gender Equality Strategy (2020-2025)"**. For this, the *"General model of gender impact assessment"* elaborated by the European Institute for Gender Equality will be applied in the present proposal (for more information see section 2.1 and 5.1).

The following **3 target groups** are identified by the Action:

- **Children** – with particular reference to the 12-17 age group.
The decision to focus the intervention on this age group is due to the need to provide proposals and support according to the specific needs of this age group. This element will be addressed during the training phase (WP2) to provide staff of LAs and stakeholders with appropriate guidance.
The project will focus on including children with disadvantaged backgrounds among its target beneficiaries. They are at a disadvantage compared to their peers because they face one or more of the situations and obstacles related to their gender, socio-economic situation, education, physical or mental (dis)abilities, religion, ethnicity, etc.
The Action has chosen to focus on disadvantaged backgrounds rather than marginalised groups for two complementary reasons: it helps to look at the specific situations of individuals who may belong to more marginalised groups from an intersectional perspective; and because it allows for more nuance in different contexts where different groups may have different levels of inclusion in society. Children's perspectives, especially the ones with fewer opportunities, will be included in the project's activities to value their inputs based on the principle "nothing about us without us" (see section 2.1). Children will be selected and involved, first and foremost, through youth spaces, schools and informal groups, which are considered the "gateway" within the initiative's activities. This will make it possible to reach the children by enhancing the relationships and dynamics that already exist in each local context, in which children move on a daily basis. For this, the cooperation already established with LAs (Cities) will be a key-element to support the involvement of this target group in project's short- and long-term strategy.
- **Municipalities**, chosen as a key target group because of their responsibility for implementing effective local policies based on the rights of the child approach - the main objective of this Action - and at the same time because of their role in promoting cooperation with children and the educational community in their territory. Moreover, this choice is justified because, as shown in the needs assessment (section 1.2), cities face institutional, practical and capacity gaps in relation to the specific themes of the Action. On the other hand, as institutions closer to the citizens, local authorities are in a position to develop targeted and effective policies and to apply and concretise "on the ground" the general guidelines provided by national and transnational authorities.
The proposal directly involves 4 partner cities that are active members of the Italian Network of Intercultural Cities: **Reggio Emilia, Parma, Pontedera and Torino**.
It is important to note that the Consortium was built including cities with similar situations, priorities and problems to facilitate the exchange of experiences and the development of easily shared tools. In addition, **3 Spanish cities (Castelló de la Plana, Tenerife and Fuenlabrada) and 2 Portuguese cities (Vila Verde and Santa Maria de Feira)** will participate in the initiative to gain direct knowledge and to participate in peer-to-peer mentoring and capacity building.
Finally, other 25 European cities, involved through the Intercultural Cities Programme of the Council of Europe, will be reached by the Action, as further explained in section 1.3.

- **Educational community** (schools, educational services, civil society organisations) working in the 4 Italian targeted cities, offering formal and non-formal education services to children. The role of the Educational community is widely recognized and, in addition to providing knowledge and skills to teachers, youth workers and educators, the proposal will promote the networking of the experiences of the organisations involved, fostering the widespread sharing of know-how, good practices and innovative methodologies on the Rights of the Child approach. Organisations will be selected by partner public administrations: in this regard, each partner city will define clear ways of collaboration with relevant organisations, thus ensuring a high level of engagement and participation. They will be chosen on the basis of the following criteria: i) Capacity to mobilize and support the target group “Children with disadvantaged backgrounds”; ii) Experience in the use of effective education methodologies; iii) Willingness to participate in the entire proposed process; iv) Adequate gender balance among the staff involved in the Action

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives (n/a for Programme Contact Points)

Provide a needs assessment. A need is a gap between what is and what should/ would be helpful or useful.

The needs assessment should be your starting point. Specify what needs will be addressed and how they have been identified. It should be specific and focus on the actual needs of the target group. It should include relevant, reliable data and, a robust analysis clearly demonstrating the need for the action (therefore, avoid references to generic statements and information about the problems and needs of the target group). The needs assessment should incorporate gender equality issues and non-discrimination considerations that identify the differences between and among women and men, girls and boys, in terms of their relative position in society and the distribution of resources, opportunities, constraints and power in a given context. The data supporting the needs assessment should be disaggregated by sex, as well as age or disability, whenever possible. You can refer to existing research, studies and previous projects that already demonstrate the need for action.

If your project is supported by a public authority, annex the Letter of support.

The project *SPACE* builds its intervention on specific assessments carried out by ICEI in 2024 and 2025, which complements data from international sources, providing a unique picture, with particular focus on the needs of children (target group 1) and Local authorities (target group 2).

Assessment #1 – Needs of Children

In May 2024, ICEI conducted a survey in the framework of the project *Evolving Futures* – funded by the EU Parliament - to gather young people's and children's opinions about civic participation, and their relationship with institutions. The survey collected 241 responses across Italy.

In response to the question, “*What motivates you to participate in collective action?*” 86.3% of respondents identified the protection of fundamental rights, while 67.6% indicated the fight against discrimination. These findings underscore a pronounced engagement among young people on topics that reflect the objectives of the *EU Strategy on the Rights of the Child* and the *Charter of Fundamental Rights of the European Union*.

This finding is consistent with the Eurobarometer “*Youth and Democracy*”¹ (2024), which shows that 28% of young Italians and 30% of European youth expect the EU to prioritize human rights, democracy, and shared European values. Another significant finding from ICEI's survey indicates that 36.9% of respondents and 54.4% answered “a lot” and “very much,” respectively, when asked whether young people should be involved in decision-making processes. However, a concerning 50.6% expressed the view that the European Union takes little or no account of their needs and opinions.

These insights are further corroborated by the *Rapporto Giovani*² (Youth Report), which revealed that 77% of Italians aged 14 to 25 believe that politics pays insufficient attention to their concerns.

The sense of detachment that children feel towards politics and institutions is further substantiated by ICEI's recent study, *The Voice of Young People: Inclusion and Participation for the Future*³ (February 2025) in the framework of the project *EPIC_IDEA Empowering youth Participation for Inclusive and plural Communities* funded by the CERV Programme. This analysis focused on individuals aged 15–29 in Italy, Spain and Portugal. Across the 3 countries (also targeted by the present Action) the findings reveal a marked disconnection between children and institutional structures:

- A considerable proportion of respondents reported feeling excluded from decision-making processes: 46.2% in Spain, 32.7% in Portugal, while in Italy 57.4% stated “slightly listened to” and 16.2% answered “not listened to at all”, reaching a relevant 73.6% in total.
- This perceived exclusion contributes to a growing sense of mistrust and frustration among youth and children. In Italy, in particular, young people reported feeling especially abandoned by public institutions, fostering a deep sense of disillusionment about the effectiveness of current measures

¹ <https://europa.eu/eurobarometer/surveys/detail/3181>

² Rapporto Giovani (Youth Report), Toniolo Institute, 2023

³ The research was conducted by ICEI and involved the participation of target groups as part of the EPIC_IDEA Empowering Youth Participation for Inclusive and Plural Communities project, 2025

aimed at promoting their participation.

- iii) This sense of exclusion is even more acute among children facing socioeconomic marginalisation, with acute disengagement reaching 50%.

Moreover, a specific analysis has been carried out on data⁴ regarding the gender gap, showing that:

- Overall young women are more likely to consider effective actions for making young people's voice heard by decision-makers (41% of young women and 37% of young men). A similar pattern is visible regarding "volunteering for a charity/campaign organization" (22% of women vs 16% of men) or "participating in student or youth organisations" (27% vs 23%).
- Young women are much more likely than young men to expect "the promotion of inclusive societies, including gender equality" (29% vs 19%) and 72% (vs 60%) think an important condition would be the increase of the opportunities of all young people, including the disadvantaged ones.
- In terms of awareness about EU initiative to get people more involved in European activities, young women are substantially more likely not to have heard of any of these (38% vs 32% of young men).

Assessment 2# Needs of Local authorities

In order to provide a more comprehensive analysis, in March 2025 ICEI carried out a specific and targeted assessment with the four Municipalities⁵ involved in the *SPACE* project - Turin, Reggio Emilia, Parma and Pontedera - specifically targeting youth policies, education services and civic participation departments. The assessment revealed several critical insights:

- i) 75% of the respondents reported that their existing mechanisms for children's participation are either ineffective or only partially effective in engaging disadvantaged children.
- ii) The same % indicated that their municipality either lacks, or possesses only a limited, communication strategy aimed at promoting children's participation in public policy processes.
- iii) All respondents (100%) acknowledged the need to improve or strengthen their institutional communication strategies in order to effectively engage children, reflecting a clear awareness among municipalities of the disconnection between children and institutions.
- iv) This limited focus on child participation and inclusive policies is also evident in inter-institutional relationships. Half of the respondents reported engaging only rarely with other Italian LAs on these issues, a figure that increases to 75% when considering relationships with European municipalities. All respondents (100%) stated that they had little to no interaction with international institutions.
- v) ICEI also examined the level of knowledge and skills within municipalities for involving children in local policymaking: 75% percent of respondents reported that their departmental staff had not received any training on child participation or inclusion.
- vi) Significant knowledge gaps were also identified regarding European frameworks: 50% reported having insufficient knowledge of the EU Strategy on the Rights of the Child and the EU Charter of Fundamental Rights, while the remaining 50% rated their knowledge as only barely adequate.

It should be noted that a further level of analysis is planned within WP2 – Task 2.1 – which will provide specific information on the local contexts of the four target cities.

According to this analysis, the following **4 main needs** are identified by the Action:

- Need n. 1)** Enhance the competences of staff in public administrations and organisations working with children on the Rights of the Child and how to guarantee these rights at the local level.
- Need n. 2)** Strengthen the mutual trust relationship between children and institutions, while recognizing the root causes of exclusions, in particular for children with disadvantaged backgrounds.
- Need n. 3)** Improving the institutional mechanisms of collaboration between children and public authorities, including local educational communities that can foster this collaboration
- Need n. 4)** Creating real opportunities for children to influence local decision-making processes that affect them, with particular reference to participatory processes and inclusion policies

To provide answers to the above-mentioned needs, the project *SPACE* identifies the following **3 specific objectives** that will promote effective medium/long-term change in the target groups:

- SO1** – *To improve the capacity of Local authorities, Children and Educational communities in 4 Italian cities to embed a child rights perspective in local policies and actions*
- SO2** – *To develop, implement and evaluate local strategies on the rights of the child, focusing on children participation and inclusiveness*

⁴ Flash Eurobarometer 502 - Youth and Democracy in the European Year of Youth, 2024

⁵ The research was carried out by ICEI and involved representatives from the four target cities of this initiative, 2025

SO3 – To strengthen the role of European municipalities as key actors in promoting children's rights in their territories

#@COM-PL-CP@#

1.3 Complementarity with other actions and innovation — European added value

Complementarity with other actions and innovation (n/a for Programme Contact Points)

Explain how the project builds on the results of past activities carried out in the field and describe its innovative aspects. Explain how the activities are complementary to other activities carried out by other organisations.

Illustrate the European dimension of the activities: trans-national dimension of the project; impact/interest for a number of EU countries; possibility to use the results in other countries, potential to develop mutual trust/cross-border cooperation among EU countries, etc.

Which countries will benefit from the project (directly and indirectly and why have you chosen them)? Where will the activities take place?

Clarify to what extent the project builds on synergies with other EU projects. If applicable, explain to what extent your project builds on previous project results in this field (state of play, relation to existing/recent developments, approaches, achievements, other EU programmes).

Note: The project should also complement or add benefits to the EU Member States' interventions in the area of gender equality and non-discrimination mainstreaming.

Results of past activities

The project *SPACE* builds on the results of several initiatives and experiences carried out by partner organizations, of which the most relevant are:

- The existing framework promoted by the Intercultural Cities Programme of the Council of Europe (supporting entity). ICEI is in charge of the technical coordination of the Italian Network (<http://www.retecittadeldialogo.it/>) and all 4 partner and 5 supporting cities are active members. The network will make available its expertise on interculturalism, diversity promotion and equality, and the ability to act effectively on the local decision-making mechanisms of public administrations.
- The results of a national event organised by the Italian Network of Intercultural Cities, held in Turin on 29 and 30 October 2024. The 2-day event addressed the topic of '*Public policies and the role of children and the educating community in the construction of inclusive cities*', involving 28 representatives of 12 Italian municipalities and over 50 children. The meeting was a significant moment of confrontation, including sessions of structured dialogue among the representatives LAs and children. The results of this event, in terms of priorities, future objectives and possible actions to be developed, form the basis of this proposal: the activities described in section 4 and the expected results fully incorporated the proposals and requests that emerged from the children involved in the event, as well as the feedback from the staff of the municipalities.
- The project "[DiverCities - European cities for diversity and participation](#)" (101081544 - CERV-2022-CITIZENS-CIV), coordinated by ICEI, which developed the "*Common Guidelines on Participatory Process*", a key-deliverable to support an effective involvement of social actors, stakeholders and citizens within the participatory elaboration of local policies. This deliverable and the related experiences gained by ICEI and partners will be applied in the project *SPACE* in the process of co-design of local strategies (WP3) and in their participatory evaluation.
- The project "[#Diversamente – Young people against discrimination](#)", involving more than 200 children and young people and 5 Italian cities in co-designing city strategies to fight discrimination in youth spaces. *SPACE* will use both the experience of working with vulnerable children and the results obtained from the dialogue between children and LAs, deepening them and institutionalising them within the actions planned in WP3. In addition, the contributions that emerged from these moments were integrated into the present proposal, making the most of the requests and proposals of the children involved in that initiative (which ended in December 2024).
- The project "[Evolving Futures](#)", financed by the European Parliament, aims at increasing the participation of young citizens in the creation and dissemination of new visions of the future of Europe. More specifically, the project experimented the use of bottom-up methodologies to facilitate the contribution of young citizens in the construction of the present and future of the EU (fully incorporated in the participatory methodology proposed by the present Action – see section 2.1)
- The results of the EU-Funded project (REC Programme) "[ITACA - Italian Cities against Discrimination](#)", coordinated by ICEI and involving 7 Italian cities. *SPACE* builds on its lessons learnt, in particular on the recommendations for an effective cooperation between LAs and CSOs (Del 3.2), applied in the multi-stakeholder participatory process planned by the present Action.

Innovative aspects

It is important to point out that the aforementioned actions will provide an important basis for the present proposal, which will build on the results obtained to mark a fundamental step forward, on 4 aspects:

- i. The role of Local Authorities (cities) in the field of the promotion of child rights, with the

- development and implementation of concrete local policies in this field.
- ii. The development of a comprehensive and multi-stakeholder process involving not only cities' staff, but also stakeholders and children, in particular those with disadvantaged backgrounds
- iii. The focus on Equity and Inclusiveness, as a thematic area of children's involvement and the development of participatory local policies and strategies
- iv. The transnational aspect of the Action as a key element for the exchange of practices among cities: for the first time, the work on promoting Child rights will be at the heart of the Intercultural Cities Network, thus integrating the intercultural approach into this fundamental area of intervention.

Complementarity with other activities

During the design of the proposal, synergies and complementarities have been identified with the following initiatives:

- The project [EPIC IDEA Empowering youth Participation for Inclusive and plural Communities](#) (CERV-2023-CITIZENS-CIV), started on 09/2024. This initiative is led by ICEI and contributes to increase effective citizens' democratic participation and activism, in particular of young citizens, in Italy, Hungary, Spain and Portugal. *EPIC IDEA's* experience and methodology in involving children will be made available and applied to *SPACE* through ICEI's facilitation. Moreover, the following deliverables of *EPIC IDEA* will be applied in the context of the present Action:
 - *Handbook on the Anti-rumours methodology in the youth field* (D7.2) – which will be applied in local child-led actions of the present proposal (WP3)
 - *Effectively advocating public authorities: a Guideline for Young Leaders* (D16.2) – which will support children in their relationship with local decision-makers
 - *Policy Recommendations Report* (D24.2) – which will be integrated in the work with the 4 partner cities
- The project [CITIES - Cities Initiative Towards Inclusive and Equitable Societies](#) started on March 2024, led by the City of Reggio Emilia (ICEI is a technical partner) and based on a partnership of LAs to support cities in the participative definition of local intercultural policies. *SPACE* will dialogue with the project *CITIES* to integrate aspects of children's rights in the construction of more inclusive cities, providing channels for collaboration with the cities involved in the two initiatives.
- A large number of LAs policies, programmes and initiatives developed by the municipalities participating in the initiative will provide complementarities with *SPACE* in each local context to create effective synergies and cooperation.
- *SPACE* will establish a direct and detailed cooperation with the initiatives of **Parma European Youth Capital 2027**. This synergy will be developed during the start-up phase of the Action and will include a planning phase (2026) and an operational cooperation phase (2027). In the meantime, during the elaboration of this proposal, 3 axes of complementarity have already been identified:
 - Local Actions, to be carried out in the city of Parma in direct collaboration with the numerous initiatives that will be part of *Parma European Youth Capital 2027*, enhancing in particular the work of children and the participatory and multi-stakeholder process envisaged by the Action
 - National actions that will be implemented in Parma, such as national events in Tasks 4.1 and 4.2. These events will be part of the programme of *Parma European Youth Capital 2027* and will benefit from high visibility and impact.
 - Bringing the issue of Children's Rights within the contents of *Parma European Youth Capital 2027*: *SPACE* will thus provide a thematic platform that will be valorised and extended through a shared planning with the Municipality of Parma
- The Municipality of Parma has adopted the Guidelines for the Generational Impact Assessment (GIA) of public policies, the so-called Youth Check, to support the development of policies capable of reducing the generation gap. These guidelines will be shared with *SPACE's* partner and supporting cities, creating an exchange of practices for the adoption of similar tools.
- The project [DesTEENazioni](#) (that will start in the coming months) involving the Cities of Reggio Emilia and Torino, which includes the creation of a "multifunctional experience space" and activities of street education and learning actions, addressed to children with fewer opportunities.

Moreover, the Action will cooperate with activities carried out by other organisations, in particular:

- The EU Children's Participation Platform to share information and lessons learnt on child participation mechanisms.
- The Italian "[Charter of Public Participation](#)", which provides 12 points to follow to ensure effective participatory processes within public administrations.
- The project "[Youth PB Accelerator](#)" (funded by the Erasmus+ Programme) that "help create more efficient support methods for youth engagement into joint-decisions about issues concerning a given local community". This initiative also launched an [interactive map](#) and will produce a Toolkit on participatory budget involving children, that will be useful for the *SPACE* project.

- The work carried out by the [ENOC](#) in the field of “Child Rights Impact Assessment” (CRIA) and “Child Rights Impact Evaluation” (CRIE)

To ensure the sharing of lessons learnt and good practices (including key-deliverables) from past actions and the complementarity with the above-mentioned initiatives, ICEI will be in charge of the elaboration of a specific guidance document (“*Guidelines for strategic and operational synergies*”) to effectively develop and coordinate the cooperation between *SPACE* and other initiatives and facilitate the identification of synergies during the Action, and at the same time avoid overlapping.

European dimension:

As mentioned above, the first level of activities of the project *SPACE* will take place in Italy, in the 4 partner cities. At a 2nd level, the project embeds the European dimension thanks to 2 key elements:

- a) The direct involvement of the Cities of Castelló de la Plana, Tenerife and Fuenlabrada (Spain) and Vila Verde and Santa Maria de Feira (Portugal) (letters of support attached) that will participate in the peer-to-peer exchange and mentoring with Italian cities (WP4) and in the dissemination phase (WP5). To constantly engage and activate this wide network of Cities the project *SPACE* will promote a structured transnational cooperation, with a continuous exchange of experience, challenges, lessons learnt and potential solutions.
- b) Other 25 European cities, that will benefit from the knowledge sharing strategy of the Action, including online and offline activities. This level of engagement will be ensured by the Intercultural Cities Programme of the Council of Europe, that will support the Action (see support letter), providing a relevant platform for:
 - the use of project results in other European countries, by disseminating the contents, the main deliverables and the lessons learnt from the *SPACE* project
 - the development of further cooperation between EU organisation on the topic of child rights, thus extending the network of cities created by the present Action.

The positive impact at EU level and the cross-border cooperation - in particular between EU municipalities - will be guaranteed through a tailor-made approach for local authorities, based on the multiannual experience developed by ICEI in coordinating networks of cities:

- The “by Cities for Cities” strategy embedded in the Action: starting from the experience of Italian cities and taking into account LAs technical and administrative requirements, concrete tools will be disseminated to other European Cities.
- A peer-to-peer exchange among Italian and European Cities to share good practices and solutions, including study visit and webinars (T4.3) to directly compare experiences and promote direct peer-to-peer collaboration.
- Dissemination moments during international events organized by the Intercultural Cities Programme and a transnational final meeting, in Strasbourg (T5.2), targeting major stakeholders at EU level.
- The elaboration of deliverables, providing concrete tools that will be easily transferred through the above-mentioned channels. The following deliverables will be shared with Institutions, Local authorities and CSOs in a large number of European countries:
 - *D2.3 Training Handbook*
 - *D3.2 Local strategies on children's rights*
 - *D3.5 Evaluation of the local processes in the partner cities*

Considering the above-mentioned strategy, the impact of the Action on at European level will not be limited to a mere final dissemination, but it will promote a constant exchange of practices and results among European organisations and institutions.

Gender equality and non-discrimination mainstreaming:

It is important to highlight that the Action will directly contribute to member States’ interventions in the area of gender equality and non-discrimination by reinforcing the role and competences of LAs in those fields. In particular, the focus on the involvement of children with disadvantaged backgrounds in the design and implementation of local policies will support the promotion of more inclusive and equal societies, thus improving gender equality strategies and fighting discrimination. As recognized, LAs are one of the key-players both on gender equality and anti-discrimination since they are able to design and implement measures on the ground, directly impacting on citizens’ lives.

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2. QUALITY

2.1 Concept and methodology

Concept and methodology

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the

project's objectives. Include ethical and safety considerations to ensure that target groups are not subjected to harm in any way.

Note: Methodology is not a list of activities but are instruments, approaches that will be used, applied and created.

The methodology adopted in the Action builds on the following Theory of Change, which shortly presents the expected changes:

- Step 1#** The Local Authorities and key stakeholders (Educational communities) in each local context increase their knowledge of child rights
- Step 2#** Children are empowered and supported in their confrontation with the public administration on topics related to their participation and to the construction of more inclusive cities.
- Step 3#** Local strategies on the rights of the child are developed in 4 partner cities
- Step 4#** Children develop actions and raise awareness to promote their active role in local communities
- Step 5#** The results of project experiences are shared and disseminated at national and European level, focusing on areas for improvement for future initiatives

In order to support the implementation of the intervention logic, the activities described in Section 4 builds on the following 6 methodological pillars:

- 1) **Children rights and bottom-up approach:** the Action develops an "in-depth" work with children – in particular those with disadvantaged backgrounds - who will actively participate in the entire project, with a set of structured and coherent actions. In line with the core areas of the *EU Youth strategy (Engage, Connect and Empower)*, *SPACE* will involve children in an in-depth path of transformative learning. The Action will apply the child rights-based approach and a clear children's involvement strategy in every stage: the design of the proposal (as mentioned in section 1.3) and in its implementation (including their presence in the Advisory Committee – section 2.4) and evaluation (task 3.5). The approach of the project is to avoid involving children in isolated, brief and insignificant activities, focusing instead on a real transformative process. Acknowledging that a real participatory process is intertwined with issues of power, as the "Ladder of participation" shows us, the project will act on the last step of the pyramid, working to ensure "Citizens Power". Moreover, the Action is based on the following principles of participation processes:
 - a. Non-discrimination and inclusiveness so that all voices, including those of the less privileged and most vulnerable children, are heard and considered
 - b. Gender equality and equal participation of all groups including those with specific needs such as children with disadvantaged backgrounds, applying an intersectional approach in the design and implementation of project actions
 - c. Accessibility of the process of participation using clear language (also in documents elaborated, e.g. the Manifesto – D3.4) and appropriate means (offline/online)
 - d. Respect for all actors as the basis for honest interaction and mutual trust
 - e. Openness, transparency and accountability on the decision-making process
 - f. Responsiveness, providing appropriate feedback, to children's proposals and doubts
- 2) **Local dimension:** as explained in section 1.1, the project *SPACE* intervenes at the local level to strengthen the role of children and collaborate with local organisations and public institutions (municipalities). For this, the Action focuses on the local dimension, which will become one of broad direct children participation, who starting from their communities will acquire skills and tools. The use of local spaces (schools, youth centres, community spaces) to provide children with "safe" spaces and actively involve them in the whole process is a key element of the proposed approach. This will strengthen its local impact and increase its effectiveness in the medium/long term.
- 3) **Multi-stakeholder approach,** that is essential to ensure the effective development and implementation of local strategies on children's rights. The target cities will be supported to build multi-stakeholder cooperation with local organisations, including public & private stakeholders working with children, both in the planning and the implementation of local actions. For this, a process of capacity and cooperation building is planned by the Action (WPs 2 and 3), based on 3 elements: clarity of the objectives and expected results, accessibility for a wide range of stakeholders, and transparency of the process.
- 4) **Intercultural approach,** that guides the improvement of capacity and skills of all stakeholders for the promotion of inclusive societies, based on the experience of ICEI within the Intercultural cities Programme of the Council of Europe, and on its intercultural framework based on 4 key-principles (Equality, Diversity, Interaction, Participation). For the first time, the intercultural approach will be applied and tested in the field of the rights of the child, providing a relevant methodological step forward to an already consolidated approach. Moreover, the application of the intercultural approach in the Action will also ensure that a diverse range of people (and children in particular) from different backgrounds will be involved in the activities, promoting positive interaction between citizens of different profiles and backgrounds, and fostering trust and a sense of belonging.
- 5) **Gender equality:** the Action acknowledges that differences between and among women and men

are based on the unequal distribution of resources and opportunities, and intervenes to promote young women's participation and engagement in decision-making processes. For this, different levels of gender equality strategy are incorporated in project methodology:

- a. The gender equality perspective will be taken into account since the design of the planned activities, to ensure that each activity is accessible to women and men on equal terms
- b. The initial diagnosis (WP2) integrates a focus to identify and address gender inequalities in the proposed process, thus ensuring that the needs of young women are clearly identified
- c. The provision of competences to key-stakeholders through the capacity building process (WP2) will provide participants with the relevant knowledge related to gender equality
- d. The gender equality perspective will be also integrated in the local participatory processes in order to fully integrate the viewpoints of young women and their contribution in the definition and implementation of local strategies and child-led actions (WP3), thus contributing to the long-term gender responsiveness of local intervention and policies.
- e. The application of a monitoring and data collection system based on sex-disaggregated data applied to all KPI of the Action (see section 2.5).

6) Inclusive communication approach: communication and awareness raising are essential elements to build local environments favourable to a children's rights-based approach. To be endorsed by citizens (children and adults), this approach must be publicly recognised as an asset and, for this to happen in practice, children and key stakeholders need to be able to effectively communicate to the general public. To this end, the project strategy focuses on the role of children as key actors in promoting effective narratives and messages to increase public support for their role in influencing local policies and strategies, as one element of a wider process.

Regarding the ethical and safety considerations, the project takes into consideration 3 main aspects:

- The complete respect of privacy regulations (GDPR 2016/679) and security regulations of the involved organisations, ensuring their implementation in all meetings and events.
- The strict application of norms and procedures required by local, national or international institutions regarding the risk and health situation, also integrated in the risk management plan
- The application of child protection policies into every process, activity and task involving children

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2.2 Consortium set-up

Consortium cooperation and division of roles (if applicable) (n/a for Town Twinning and Programme Contact Points)

Describe the participants (Beneficiaries, Affiliated Entities and Associated Partners, if any) and explain how they will work together to implement the project. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute to the project? Show that each has a valid role and adequate resources to fulfil that role.

Note: When building your consortium you should think of organisations that can help you reach objectives and solve problems.

The Consortium of the Project *SPACE* is made up of the 6 partners (CSO, LAs and social enterprise), 5 supporting LAs and 1 supporting international organisation (the Intercultural Cities Programme of the Council of Europe). The Consortium structure is built on well-defined roles and a balanced participation and contribution by all entities to project activities, both at local and transnational levels.

ICEI - Istituto Cooperazione Economica Internazionale (Italy), established in 1977. ICEI acquired relevant experience (20+ years) in managing complex projects funded by the EC (AMIF, REC, CERV, Erasmus+, Europeaid, etc.), national agencies, UN and private foundations. In 2018 it has been appointed as expert of the Council of Europe Intercultural Cities Programme and in 2019 nominated technical Coordinator of the Italian Intercultural Cities network (32 municipalities - www.retecittadeldialogo.it). On such behalf, ICEI promotes participation of LAs in initiatives to build competences and create multi-stakeholder cooperation with CSOs and national institutions in order to implement local intercultural policies and interventions. A specific focus is dedicated to younger generations, involving more than 1,100 young people in Italy in 2024 and more than 150 youth workers. In the present Action, ICEI will provide thematic knowledge and technical expertise on youth participation and the promotion of the intercultural approach to develop local inclusive strategies and policies. Moreover, ICEI, as lead partner, will support partners in operational and financial management by providing technical assistance tools, as further described in section 2.6.

Please note that the costs of a Financial Officer have been included in the project budget in WP1. The work envisaged for this role – Senior Administrative Officer – does not concern financial reporting (not provided for in the Type 2 lump sum system) but operational support to be provided to the 4 partner municipalities for the correct execution of the planned expenditure. This support is therefore part of the initiative's management and partner support component guaranteed by the lead organisation.

In particular, ICEI will make available its experience of working with local authorities to facilitate the correct execution of activities by the four municipalities, taking into account the bureaucratic and administrative requirements of public bodies and providing specific support.

Pares - Participation, Responsibility, Sustainability (pares.it) - is a cooperative of professionals that supports local communities, LAs, businesses, CSOs, schools, and training agencies through collaborative training interventions, co-design, participatory processes, digital cooperation, and impact evaluation. Active since 2001, Pares had significant impacts in various territories by contributing to the participatory drafting of strategic plans, participatory budgets and regulations for civic collaboration. Particular attention is given to young people, who are actively involved in numerous civic participation, education, and local development projects. In recent years, Pares has collaborated with over 50 partners, including local and regional public administrations, completing over 80 participatory interventions throughout Italy. Thanks to this extensive experience, in the present Action PARES will provide scientific and methodological support for the planning, implementation and evaluation of the processes in the target cities, ensuring continuous assistance to the LAs and supporting the children in the realisation of truly effective and impactful interventions.

The Cities of Parma, Pontedera, Reggio Emilia and Torino are all members of the Italian Intercultural Cities Network (<https://www.retecittadeldialogo.it/>) and are involved in numerous initiatives, programmes and interventions in the field of citizenship activities, promotion of inclusive cities and support for citizen (and young citizen) participation. The 4 partner cities will participate in all the WPs of the Action, in order to implement project activities in their local context, including the cooperation with local educational communities and stakeholders. Moreover, partner cities will mobilize their internal departments in the capacity building process (WP2) and in the elaboration of local strategies on the rights of the child (WP3). Finally, partner cities will act as multipliers to other Italian and European municipalities (WP4 and WP5).

In addition to specific roles, all partner organisations will be responsible for the following tasks:

- Provide expertise for the success of the project strategy and participate in its governance
- Directly implementation of tasks, as described in section 4.
- Ensure the wide local, national and European dissemination of the Action
- Ensure the development of synergies with the past and present projects by directly coordinating exchanges and the sharing of good practices and deliverables between those Actions.

Supporting entities:

In addition to the 6 partner organisations, the following 5 cities will join the Action: Castelló de la Plana, Tenerife, Fuenlabrada (Spain), Vila Verde and Santa Maria de Feira (Portugal).

In the framework of the present proposal, they will participate in the knowledge-sharing and in the direct exchange of competences and experiences within workpackages 4.

Moreover, The Council of Europe – Intercultural Cities Programme will support the project implementation, the exchange of good practices among European Cities and support the dissemination and sustainability of its results to its international network (over 150 member cities), including the organisation of the final event that would be held in Strasbourg (T5.2).

This large and diverse Consortium will provide an important setting for project impact through:

- Its capacity to mobilize a wide number of actors (children's groups, educational community, decision makers, technical officers of LAs, CSOs, etc)
- Making available effective methodologies already tested in previous initiatives and the past and current work carried out by other initiatives (see section 1.3 for more information).
- Ensuring the sustainability of its results, with a key-role of existing national and transnational collaborations (as further described in section 3.3)

2.3 Project teams, staff and experts

Project teams and staff

Describe the project teams and how they will work together to implement the project.

List the staff included in the project budget (budget category A) by function/profile (e.g. project manager, senior expert/advisor/researcher, junior expert/advisor/researcher, trainers/teachers, technical personnel, administrative personnel etc. — use the same profiles as in the detailed budget table, if any (n/a for pre-fixed Lump Sum Grants)) and describe briefly their tasks. Provide CVs of all key actors (if required).

Note: Please ensure a gender-balanced representation in the composition of project teams and staff performing the action.

Name and function	Organisation	Role/tasks/professional profile and expertise
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Ms Maria De Pasquale – Project Manager	ICEI		Senior project manager and expert in the fields of social inclusion and cultural diversity for +10 years. She currently manages for ICEI one initiative funded by the CERV programme on intercultural policies and programmes, supporting LAs and CSOs.
Francesca Ianniello, Junior Project manager	ICEI		Project officer and youth experts in the fields of youth participation and interculture/anti-discrimination for 3 years. She also organized local activities and cultural events with and for youth.
Mr. Simone Pettorruo – Coordinator of EU projects dpt.	ICEI		Senior Project Coordinator, with 15 years' experience in the formulation, implementation, M&E of programmes in the fields of socio-economic inclusion and interculturalism, addressing topics such as capacity building of public and private stakeholders, intercultural policies and diversity promotion. He manages initiatives funded by the European Commission, including Programme CERV.
Mr. Claudio Tocchi, Senior Expert	ICEI		Activist with 10+ years of experience in the third sector and 5+ in local government and expertise in non-formal human rights education, public policy development at the local level, local and European mobilization in the youth field. Thematic focuses are interculture and anti-racism, equal opportunity, youth policy, and urban policy. Role in the Action: Senior Educational Advisor
Ms. Sara Morandini – Communication Officer	ICEI		+18-years' experience in communication strategies and advocacy activities, both in the profit and non-profit sectors. She has proven experience in planning and implementing communication campaigns. Role: Communication Officer
Mr. Marco Rolandi – Financial Officer	ICEI		10 years' experience in NGO administration, accountability and cash management. Regarding project financial management he has experience in budgeting and planning, financial flows monitoring, project accounting and reporting (including EU-Funded projects). Role: Financial officer
Ms Fabrizia Dalcò, Head Active Citizenship, Participation, Interculture	City of Parma		Highly qualified professional in the field of active citizenship, civic participation and intercultural policies. Experienced in designing and managing participatory processes and inclusive services, with strong skills in intercultural dialogue, community engagement, and EU project coordination.
Ms Claudia Nicastro, Officer Active Citizenship, Participation	City of Parma		5-years' experience in administrative agreements with CSOs, including partner coordination and final reporting. Experience in organizing public events for international days dedicated to rights and inclusion, solid coordination skills, intercultural sensitivity, and a strong focus on youth participation and equal opportunities.
Ms Luisa Ciccarelli, Officer Active Citizenship, Participation	City of Parma		5-years' experience in administrative aspects of participatory and intercultural initiatives, managing relationships with associations, citizens, local stakeholders. Strong commitment to inclusion, civic collaboration, and the promotion of cultural diversity in urban contexts.
Ms Cristina Amadei, Officer Active Citizenship, Participation	City of Parma		Multi-year expertise in managing participatory processes and drafting collaboration pacts with citizens and organizations, technical coordinator of the "Parma Partecipa" digital platform, with solid experience in drafting administrative acts, along with strong understanding of digital civic participation tools.
Ms Elena Franconi, Administrative officer	City of Pontedera		Professional with many years' experience in the field of social, youth and URP policies in roles as coordinator of public administration teams.
Ms Lara Orlandini, Highly Qualified Official	City of Pontedera		Due to the role held within the organisation, she has gained experience in the coordination of working groups, in addition to coordination and organisational activities. Many years of experience in budget management
Ms Vittoria Volpi, Administrative officer	City of Pontedera		Project management skills, administrative management, project reporting. She mainly deal with social policies in cooperation with the territorial social service.
Mr Pasquale Pugliese, Head of the Complex	City of Reggio Emilia		Head of the Complex Operative Unit, with the role of supervising, coordinating and monitoring it; contact person for the Observatory on Adolescents and Young People; management, in collaboration

Operational Unit			with project referents, of conventions with the third sector; planning and organisation of training for educators and referents of CSOs.
Ms Chiara Bertozzi, Educational Networks Officer	City of Reggio Emilia		Educational network official, contact person for the "Participation" area, within which are located the participation and active citizenship projects aimed at adolescents and young people in school and out-of-school environments, in collaboration with CSOs.
Ms Silvia Gobetti, Educational Networks Officer	City of Reggio Emilia		Education network official, contact person for the area 'Healthy lifestyles and territorial headmasters' and 'Educational success and combating school drop-out'. Supervision of educational projects aimed at adolescents and young people.
Ms Elena Albenghi, Educational manager	City of Reggio Emilia		Manager of educational processes, contact person for the street education project "Set Out", within the area "Healthy lifestyles and territorial headmasters". Supervision of the educational teams active in the territories in monitoring, liaison and relationship actions.
Mr Fausto Sorino, Chief Officer, Educational Services Dpt	City of Torino		Expertise in designing and managing complex urban-scale interventions for adolescents and young people, leading territorial networks and inter-institutional projects, with specific skills in co-designing participatory youth services, integrated planning, local collaboration pacts.
Ms Adele Calabrese, Educational Services Department	City of Torino		Experiences coordinating the Youth Protagonism Centres network and designing, coordinating, and drafting youth-focused initiatives across areas such as participation, inclusion, mental health, memory, culture, and urban governance. Experience in complex projects in close collaboration with institutional, cultural, and CSOs.
Ms Michela D'Apolito, Educational Services Department	City of Torino		Working in the Mayor's Cabinet, she possesses advanced skills in managing institutional communication, designing public communication strategies and organizing activities involving the community. As Youth Service Officer she brings significant experience in developing educational programs for adolescents and young people, with a strong focus on inclusion and participation
Ms Giulia Bertone, Participatory process Expert	Pares		+20 years' experience in the fields of participatory processes, communities management and local development. She is a consultant for the Department of Public Administration and conducted research and teaching activities at the Politecnico di Torino and University of Milan on topics related to participation, digital citizenship, and the role of digital technologies in participatory processes and community engagement.
Ms Maria Piccio, Participatory process Expert	Pares		She accompanied hundreds of young people in civil service in training and civic empowerment courses and she developed Community Welfare created citizen Festivals dedicated to the promotion of rights and to childhood and adolescence, involving dozens of Third Sector Entities. Since 2024, in Pares, she has followed and facilitated participatory processes.
Mr Graziano Maino, Organizational Expert	Pares		Consultant and trainer on the topics of accountability, organizational learning and cross-sector collaborations. He collaborates with the University of Trento and the University of Milano-Bicocca for the course in Psychosociology of Groups and Organizations.

Outside resources (subcontracting, seconded staff, etc)

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members, partner organisations, volunteers, subcontracting, etc).

If there is subcontracting, please also complete the table in section 4. Moreover, ensure that subcontractors are aware of gender mainstreaming and non-discrimination mainstreaming.

n/a

2.4 Consortium management and decision-making

Consortium management and decision-making (if applicable) *(n/a for Town Twinning and Programme Contact Points)*

Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and

control.

Note: The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the project.

ICEI coordinates the overall project and partnership, including shared planning of activities, supports partners in carrying out activities, facilitates communication among them, monitors project progress and results. To accomplish this role, ICEI manages daily relations (phone, email, skype) with each partner/WP leader/Task leader and with the Consortium as a whole.

The Consortium's management mechanisms are the following 4 (*from strategic to operational*):

1. **The Steering Committee** (*strategic level*), made up of each project partner that will participate with senior staff, and chaired by ICEI, in charge of overall project planning, identification of difficulties and solutions, synergies with other initiatives. It will meet in-presence and via videoconferences.
2. **The Advisory Committee** (*scientific support and guidance*), an ongoing consultative informal group aiming at supporting the Consortium in the planning and implementation of project activities, ensuring their coherence with the methodological approach of the Action. Members will be invited to join the Advisory Committee at the starting phase (M2), including senior staff of partner organisations, experts from national and international organisations, such as the Council of Europe's Intercultural Cities Programme, and representatives of the children's groups involved in the 4 target cities. Their presence will be provided in ways that are appropriate to their young age and to avoid situations of discomfort and difficulties in their relationship with adults, allowing them to give their point of view in a manner facilitated by educators, ensuring their real but at the same time "protected" involvement. Through online/in presence sessions, the Advisory Committee will provide strategic orientation and contribute to reach the expected objectives (see also Task 1.3).
3. **The Community of Practices** (*knowledge-sharing level*) that is a specific space where professionals, LAs staff and experts will share knowledge on the implementation of project activities in cooperation with partners' staff, thus ensuring that the contribution of relevant stakeholders is fully integrated in the planning, implementation and monitoring of all activities (see also Task z4.1.2)
4. **The Coordination Unit of each WP** (*operational level*), chaired by the WP leader with the participation of partners and supporting entities involved in the WP, it guides the implementation of activities. WP leaders coordinate with ICEI for the effective management of the Action.

Moreover, based on ICEI's wide experience of in the management of complex initiatives, the following management tools are planned:

- Online shared repository, constantly updated with all relevant project documentation.
- Project manual, including both administrative and technical (activities) levels, that will be elaborated at the beginning of the Action and shared with partner organizations
- Annual Operation Plan to detail planned activities, timing, resources, progress indicators and risks
- A Monitoring and Evaluation Plan and a partner in charge of the M&E (ICEI) (see section 2.5)
- A Communication Plan that will include a focus on internal communication (see section 3.2)

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2.5 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Describe the measures planned to ensure that the project implementation is of high quality and completed in time.

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results (including unit of measurement, baseline and target values). The indicators proposed to measure progress should be relevant, realistic and measurable.

Note: The monitoring and evaluation strategy should also incorporate gender and non-discrimination considerations in order to measure changes and assess impact on gender equality issues. The indicators should be gender responsive so that they can measure gender equality changes over time. For instance, a gender responsive indicator can measure the increase in women's rate of employment or changes in social attitudes towards gender roles in work-life balance. The evaluation should be participatory and inclusive to all stakeholders, ensuring that women's and men's voices are prevalent throughout the entire evaluation process.

Project management is based on a participatory approach, whereby partners are directly involved and consulted on every issue of general interest, while all activities, planning and methods are shared before being approved. For this, the following measures are planned:

- A precise definition of project procedures at activity and administrative/financial level, so each partner will know what, how, when, etc., in relation to any project issue. All relevant information will be included in the partnership agreements and in the Project Manual elaborated by ICEI.
- Steering Committee and Coordination Units described in section 2.4
- A continuous day-by-day management, ensured by ICEI through regular online coordination and update meetings (bilateral or multi-lateral) to support partners, facilitate communication, plan and review activities and monitor outputs, ensure a smooth administrative and financial management

- A clear and efficient subdivision of partner roles and responsibilities, that will be further detailed at the beginning of the Action in the Annual operation plan.
- The elaboration of “*Guidelines for strategic and operational synergies*” (see section 1.3) that will facilitate the identification of cooperation opportunities with other organisations and initiatives

These measures are complemented by a robust **quality assurance and M&E strategy** based on:

- The appointment of a M&E focal point for each partner
- An internal monitoring system developed and adopted to guide the implementation of the initiative. The following actions will build the project monitoring system: i) *Elaboration of a monitoring and risk management plan*; ii) *Startup steps to set up the monitoring system*; iii) *Risks update*; iv) *Actions for risk detection and mitigation*; v) *Risk reporting and due diligence process*
- The detailed Monitoring plan and risk management plan will be elaborated at the beginning of the Action by ICEI, and it will describe:
 - Outcomes of the project and their qualitative and quantitative measurement;
 - Outputs and deliverables of the activities;
 - Methodology and tools to be used in the monitoring phase;
 - Timeline of the monitoring activities
- The use of a Monitoring Matrix, measuring 12 key-elements for each indicator and target value: 1. Indicator 2. Indicator modifications – if any 3. Level of risks 4. Baseline 5. Target, 6. Sources of verification, 7. Tools for data collection 8. Responsibilities for data collection 9. Monitoring frequency 10. Criticalities 11. Deviations 12. Proposed solutions. The Matrix will facilitate the identification of deviations from planning, problems and solutions by including all data in a comprehensive and user-friendly tool, constantly updated by ICEI.

In addition, the following monitoring mechanisms will be put in place:

- Pre and/or post questionnaires to monitor changes and the impact of activities
- Monitoring reports (every 6 months) prepared by ICEI on the basis of inputs provided by partners
- Elaboration of a mid-term progress Report (M13) to describe activities and indicators progress, deviations on plans and potential solutions to be applied in the second part of the project.
- Elaboration of a Final Report (M24) that will provide the final measurement of project indicators

Within the *SPACE* monitoring system, the following 16 key performance indicators are identified:

Specific objectives	Related key performance indicators (KPI)	Target value
1) To improve the capacity of Local authorities, Children and Educational communities in 4 Italian cities to embed a child rights perspective in local policies and actions	KPI 1.1 – N. municipal staff improving their skills and competences in the area of Child rights and children engagement	45
	KPI 1.2 – n. trained municipal staff indicating a “good” or “very good” improvement of competences on targeted topics	80%
	KPI 1.3 – N. youth workers, educators and teachers improving their skills and competences in the area of Child rights	65
	KPI 1.4 – n. trained youth workers, educators and teachers indicating a “good” or “very good” improvement of competences	85%
	KPI 1.5 – n. children (12-17 y.o) increasing their capacity on the promotion of their rights	105
	KPI 1.6 – n. children indicating a “good” or “very good” improvement of competences	85%
2) To develop, implement and evaluate local strategies on the rights of the child, focusing on children participation and inclusiveness	KPI 2.1 – n. children (12-17 y.o) involved in participatory processes to develop local strategies on children's rights	105
	KPI 2.2 – n. local strategies on the rights of the child elaborated	4
	KPI 2.3 – n. 9 pilot child-led actions implemented to promote inclusiveness and equity	9
	KPI 2.4 – n. citizens reached by child-led actions	5.000
	KPI 2.5 – n. Manifesto for children participation in local strategies elaborated	1
	KPI 2.6 – n. citizens reached by communication campaign developed by children	30.000
3) To strengthen the role	KPI 3.1 – n. other Italian local authorities actively	7

of European municipalities as key actors in promoting children's rights in their territories.	engaged in knowledge sharing	
	KPI 3.2 – n. of European local authorities actively engaged in knowledge sharing	5
	KPI 3.3 – n. of additional European local authorities and stakeholders reached by knowledge sharing	25
Transversal to all 3 specific objectives	KPI (Gender approach) - Gender balance in local, national and transnational activities	50%

Information gathering on the identified KPIs will be carried out with 3 macro-actions:

- Submission of a survey (WP 2) on a significant sample of beneficiaries
- Within each activity with appropriate tools (questionnaires, fiches, forms).
- Consultation of "privileged witnesses," representatives of the target groups (including representatives of the children's groups), who will constitute an ongoing consultation group.

The information will be triangulated and presented using the so-called "learning cycle," which is particularly appropriate for the variety of activities and actors involved, with the sharing of appropriate notes on critical issues and good practices that will facilitate mutual learning within the Consortium.

Finally, in line with the Gender approach described in section 2.1, the monitoring strategy of the Action will integrate elements of the **Gender analysis**, including:

- A specific indicator (KPI- *Gender approach*), that will monitor and support the application of an adequate gender balance approach within all project activities
- The data related to other KPI will be disaggregated (when relevant) by sex to ensure a high level of attention in activities involving target groups
- The initial analysis (WP 2) will provide information about different priorities and needs of young women in the target sector of the Action.
- The final report will present a specific paragraph on the Gender assessment of the Action, applying a Gender perspective on 3 levels: i) outputs, ii) results and iii) impacts of the initiative.

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2.6 Cost effectiveness and financial management

Cost effectiveness and financial management (n/a for prefixed Lump Sum Grants)

Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.

Indicate how the financial resources will be allocated and managed within the consortium, based on the distribution and implementation of the tasks.

Present cost effectiveness measures per cost categories (e.g. staff profiles adapted to the tasks to be performed, subcontracting costs estimated based on recent offers).

The **cost-effectiveness of the project SPACE** arises through the following elements:

- The municipal administrative work of the staff of the 4 partner cities participating to the Action will be largely covered by the LAs within their institutional and operational functions, thus ensuring that all project resources will be dedicated to the implementation of planned activities.
- The fact that 5 Spanish and Portuguese municipalities are involved in the project as supporting entities allows for a high level of operational and economic efficiency as all their involvement in terms of staff and human resources will be at no cost for this proposal.
- A wide use of existing materials will be ensured by the partner organisations and supported by the elaboration of ad hoc "*Guidelines for strategic and operational synergies*" (see section 1.3), which will provide space for the application of results and experiences generated by other organisations. Section 1.3 mentioned some concrete tools, outputs, methodologies and training programmes that will be used in the present proposal based on resources developed by other initiatives.
- ICEI will define and share with the partners an Administrative Manual in which precise indications will be given on how to purchase goods and services, ensuring that they apply the most correct principle (best value for money or, if appropriate, the lowest price) and be free of any conflict of interest. This Manual will also take into account the different characteristics and needs of partner organisations, including public administrations. In addition, ICEI will provide ongoing administrative support throughout the initiative through its Financial Officer.
- Coordination activities among partners (e.g. Steering Committee and Advisory Committee meetings) will be also carried out online to strongly reduce organizational and travel costs.
- The activities in Italy will be implemented through consolidated links with the cities that are members of the Italian Intercultural Cities network (of which ICEI is the technical coordinator), while the involvement of local civil society organisations will be defined in collaboration with the local authorities, with a limited effort (and resources) of the action.
- The existing network promoted by the Council of Europe (Intercultural Cities network) provides a solid transnational framework for the present initiative, which entail a high level of communication and coordination mechanisms among European cities that will be involved in the project. All cities

targeted by the Action are formal members of the Intercultural Cities Network, thus ensuring an efficient use of project coordination resources.

- Considering the high number of European cities (9) that will directly participate in and benefit from the Action, the overall budget has a high rate of cost-effectiveness.
- A wide European dissemination impact is guaranteed at contained costs using grounded partners' connections at European level and through the Intercultural Cities Programme of the Council of Europe, which will involve 25 additional municipalities in the sharing of project's results.

The **financial management** of the project will be based on the following elements:

- The adoption of specific project guidelines both for the activities and the financial management of the initiative: ICEI will be in charge of sharing the Project Financial Manual and provide initial training to partner organisations in order to ensure full respect of CERV Programme procedures.
- Each partner will appoint a financial manager responsible for the expenditure reporting
- Specific support will be provided to partner Local Authorities by ICEI, making available an ongoing, one-to-one support and guidance service for the financial management of the initiative.
- In particular, support will be provided on purchases to apply the most correct principle (best value for money or, if appropriate, the lowest price) and avoid conflict of interest.
- The Partnership Agreement – that will be signed after the Grant Agreement – will include all internal financial information to ensure the respect of financial and administrative requirements, details roles and responsibilities, avoid loss of information and ensure a periodic internal financial check.
- 6-month internal Reports and 12-month mid-term and final Reports will provide an updated check of the financial progress of the initiative for each partner, ensuring that the financial level of the expenditures is in line with implemented activities and project timetable.
- At the same time, periodic financial reporting will allow ICEI to provide feedback to partners regarding their financial reports, based on the extensive experience acquired by the lead partner in the framework of CERV Programmes.

These steps will be carefully coordinated by ICEI through its Project Coordinator and Financial Officer. Considering also that some of the partner organisations are Local Authorities, ICEI will provide accurate support to ensure the smooth implementation of the Action and the respect of Programme procedures.

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3. IMPACT

3.1 Impact and ambition

Impact and ambition

Define the short, medium and long-term effects of the project.

Who are the target groups? How will the target groups benefit concretely from the project and what would change for them? In what way will the gap identified be reduced? How will the activities contribute to improve the situation (difference between starting point/state of play and the situation after the end of the project?) How will the activities contribute to the promotion and advancement of gender equality and non-discrimination mainstreaming?

Does the project aim to trigger change/innovation? If so, describe them and the degree of ambition (progress beyond the status quo).

Note: Results/outcomes are immediate changes that materialise for the target groups after the end of the project (e.g. improved knowledge, increased awareness). Results/outcomes are different to deliverables. Deliverables are activities undertaken and outputs produced with the resources allocated to the project, e.g. training courses, conferences, manuals, video etc.

When defining expected results/outcomes and deliverables please consider if and how they will reduce, maintain, or increase inequalities between women and men, boys and girls, in all their diversity. What gender, age and disability differentiated results can be expected? How expected results will affect women and men, boys and girls from a range of diverse social groups, differently?

Consistently with the needs identified in the section 1.2, the project **SPACE** will engage the target groups in a transformative learning and empowerment process, with special attention to the impact on:

- Children, recognising them as fundamental figures not only for the future, but also and above all for the present of our societies. Their contribution is indeed essential for the creation of more inclusive and equitable cities that promote coexistence within our communities.
- Local Authorities, that will acquire and adopt tools for the promotion on the rights of the child at local level, integrating them in policy and practices also after the end of the Action. To this end, the project will not support occasional actions, but will provide LAs with a systematic and continuous experience tailored to their needs.

In addition, Educational communities will acquire knowledge and build cooperation with the 2 previous

target groups, thus making their expertise available in local processes involving children.

The following short, medium/long-term effects on the 3 target groups are expected:

Target group	Short effects	Medium/long-term effects
1. Children (12-17 y.o., in particular with disadvantaged backgrounds)	1.1 Children in 4 partner cities are aware of their rights and their role in promoting them in their local communities 1.2 Children in 4 partner cities apply an intercultural and inclusive approach within their personal and collective actions 1.3 Children establish cooperation with and make their voices heard by local authorities and relevant stakeholders in 4 partner cities 1.5 Children communicate in a more inclusive way to effectively reach citizens on the above-mentioned topics	1.2 <u>Child's perspective is structurally integrated into local policies</u> to promote inclusivity and equality 1.3 Children's participation includes a high level of diversity and backgrounds (including <u>disadvantaged backgrounds</u>)
2. Local authorities (Municipalities)	2.1 Staff capacity in 4 partner cities is enhanced on child rights and children's role in local inclusive policies 2.2 Multi-stakeholder cooperation is promoted at the local level, involving Educational Communities and children's groups in 4 Italian cities 2.3 Participatory local strategies on children's rights are developed in the 4 target cities 2.4 Practices are exchanged and mutual learning is enhanced between a wide number of Italian and European cities	2.1 LAs improve <u>planning, implementation and evaluation of policies</u> promoting the rights of the child at the local level 2.2 LAs mainstream the multi-stakeholder and bottom-up approach, <u>integrating the perspective of children from disadvantaged backgrounds</u> 2.3 A strand of work on the topic of Child rights is integrated in the future planning of the Italian Intercultural Cities network and shared with the International network of Intercultural Cities
3. Educational community	3.2 Organisations working with children acquire in the 4 partner cities specific competences in supporting the participation of children with disadvantaged backgrounds 3.2 Organisations working with children strengthen their cooperation with the 4 LAs on the topics targeted by the Action	3.1 Organisations working with children are structurally involved in local policies on the rights of the children 3.2 Organisations working with children apply a participatory approach in interventions for and with children with disadvantaged backgrounds

The above-mentioned impacts will pay particular attention to the **Gender dimension**, carefully taking into account a balanced representation of men and women (both in the short term and in the medium/long term impacts) by applying a Gender approach in the planning, implementation and monitoring of the Action, from a strategic and operational point of view.

In particular, the integration of Gender equality principles will be applied in the involvement of children in the whole local processes, including monitoring in a way that any possible distortion and negative externality are prevented.

In addition, the process developed by the project SPACE will reach a fourth (indirect) target group: the **citizens**, who will be reached by local child-led actions (WP3) and by the communication/awareness raising campaign (WP 5), thus increasing their awareness of children's rights.

Finally, on the long-term, the project will support the creation of an **enabling environment to promote a continuous and structured involvement of children, including those with disadvantaged backgrounds, in the elaboration and implementation of local policies based on the rights of the child approach**. This will support the development of a shared strategic vision of the future of our cities as open and diverse communities, thus contributing to more inclusive European societies.

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3.2 Communication, dissemination and visibility

Communication, dissemination and visibility of funding

Describe the communication and dissemination activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.

Describe how the visibility of EU funding will be ensured.

Communication and dissemination activities should also contribute to the promotion of gender equality and non-discrimination. Communication materials should use gender inclusive language and positive visual representations. E.g.: when developing videos or leaflets ensure that women and men, in all their diversity, are equally represented in a non-stereotypical fashion and portrayed in active empowered roles. In addition, consider using communication channels that they are accessible to general audience, in particular to persons with disabilities, or people from marginalised groups.

A comprehensive Communication plan will be elaborated and adopted at the beginning of the Action, defining the specific tasks and objectives. Within the Plan a dedicated paragraph regarding promotion and rules on visibility of the EU funding will be included. Moreover, Guidelines on inclusive language will be elaborated, to be applied by the awareness raising actions that will be carried out.

Objectives of the communication strategy

- 1) Support and give visibility to the efforts of children in participating in the elaboration and implementation of local policies
- 2) Enhance the role of Local Authorities in promoting children engagement on target topics.
- 3) Raise awareness among a wide audience – including institutions and relevant stakeholders - of the role of children in promoting more democratic, inclusive and equal cities
- 4) Ensure the visibility of the EU funding

Approach:

The communication strategy will be based on 2 main methodological elements:

- The use of an Inclusive and Intercultural communication approach, designing and disseminating messages respectful and inclusive of all differences, including the use of gender-inclusive and gender-sensitive language in all communication, both offline and online.
- The design of communication contents and material directly conceived by the children themselves in a logic of user-generated content, with the active participation of children “**Editorial teams**” (see Task 5.1), in the creation of the materials with the support of partners staff and external agency.

The project proposal foresees a specific communication workpackage (WP5) but integrates its communication strategy within the whole intervention, with a focus on the development of online and offline communication actions during all planned events, at local, national and international levels.

Target group of the communication strategy:

- a) Children (related to above-mentioned objectives 1 and 3)
- b) Local Authorities and Educational communities (objectives 1, 2 and 3)
- c) Citizens of the intervention areas and at European level (objectives 1 and 3)

NB. The objective n. 4 – related to the visibility of EU funding – is addressed to all target groups.

Through the campaign under WP5 - Task 5.1 and the channels described below, the *SPACE* project will reach at least 30,000 people from all 3 target groups mentioned above.

Channels and tools:

Underlying the project's communication strategy is the work envisaged in WP5 - Task 5.1 - which foresees the involvement and accompaniment of Editorial teams composed of children (and supported by communication experts), which will constitute:

- The primary source of communication materials on the project: the editorial teams will collect information on the activities carried out by their peers in the 4 cities
- The way in which the initiative will be communicated externally, thus integrating the children's point of view into the communication activities: post, articles, video and photos and storytelling
- A transversal tool that will make it possible to enhance the children's competences and skills in the field of communication as well as in contributing to local policies.

Moreover, the following channels and tools are foreseen:

- An overall project graphics (addressing all target groups) will be provided at the beginning of the Action, including logo, claim, common visual brand to be declined on all materials listed below.
- SPACE website (all target groups): the Action will create a dedicated project page to collect information and especially stories from the 4 target cities, thus giving a space dedicated above all to content that will be produced by children and their Editorial teams.
- Partners' websites (all target groups): the Action will promote the engagement of all partners and involved stakeholders in publishing the contents within their own web pages. This choice is expected to increase and diversify the audience, especially thanks to the participating LAs that can easily reach a crosscutting portion of relevant stakeholders and citizens.

- Strict cooperation with the Press offices of the LAs to communicate key messages through press conferences, materials and campaigns on city media (target groups b and c).
- Partners' social networks and institutional newsletters (target groups b and c)
- Local child-led actions carried out in the 4 partner cities that will be support with communication activities to directly reach citizens (target group c). Moreover local/national/international events will also aim at catching media attention (press, radio, TV) to generate a "mirror effect" and widespread media coverage.
- Exploration of collaboration with media partners of local and relevance, selected during the initiative, to further expand media coverage of the project (target group b and c)
- Important communication and visibility synergies with "Parma European Youth Capital 2027", that will be defined during the first year of the Action (2026) (see also section 1.3).
- EU-level direct communication: partner organisations will participate in European conferences, policy forums, and thematic working groups relevant to the topics of the Action (target group b)
- A special focus will also be given to local authorities and relevant stakeholders (target group b) through the channels of the Italian Network of Intercultural Cities (coordinated by ICEI), including a dedicated social media page and a newsletter that currently reaches 1,200 contacts.
- The transnational networks to which the project partners belong will be important thematic channels of information and content sharing (target group b). These include in particular the role of the Intercultural Cities Programme of the Council of Europe, which will provide an important dissemination platform for the content promoted by the Action.

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3.3 Sustainability and continuation

Sustainability, long-term impact and continuation

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?

What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

1) Sustainability of the activities at local level (within each City):

At local level a focus is dedicated to the Institutional, Social and Technical sustainability, as follow:

Institutional Sustainability

Institutional support is a strongly integrated aspect within the proposed strategy, which will ensure its sustainability through the development of city strategies that will see the direct participation of the municipalities in the co-design and implementation phases. In particular:

- LAs will be supported in developing internal competences on Child rights and the involvement of children – including those with disadvantaged background – into local democratic and participatory processes. For this, the Action will provide **capacity building to municipal staff**, ensuring the ownership and sustainability of the experience within the Municipal system after project end.
- The **development of a local strategy based on the rights of the child approach** (and its pilot implementation through child-led actions) will facilitate the sustainability of the results into municipal long-term practices. The strategies will have a time horizon extending beyond the present Action and will enable them to influence the local political agenda, so that the promotion of inclusiveness and equality will be recognised as a city objective in which children will be involved as key players.
- The experience of the Action will be shared with **different Departments of target LAs**, facilitating their incorporation into the existing services and their application in future plans and initiatives.

Social sustainability

The proposed process will ensure a significant strengthening of the skills of the stakeholders involved through truly participatory processes in the different phases of co-design and co-implementation of the local strategies. Specifically, social sustainability will be ensured by the cooperation among LAs and stakeholders in each local context, which will establish long-lasting relationships and collaborations among public and private stakeholders that will continue to function also after the conclusion of the initiative. Moreover, the promotion of mid-term dynamics through the groups of children, protagonists of mobilisations embedded in local contexts and which will be the subject of new future collaborations

Technical sustainability

The proposal is based on the development of a local-based methodology in order to provide local authorities with an effective tool for the implementation of policies on the rights of the child, combining the capacity-building phase with the direct application phase in concrete and visible policies, promoting their real appropriation by the target groups. Based on these elements, the elaboration of key deliverables (such as D2.3, D3.2 and D3.5) has been conceived to ensure the technical follow-up of the Action after the end of the initiative, providing effective tools to LAs and educational community.

Moreover, the participatory evaluation foreseen by the Action with a dedicated task (T3.5) supports the technical sustainability by providing an assessment of the process carried out and proposing recommendations for the development of the experience in future initiatives.

2) Sustainability of the activities at national and transnational level:

- **Partners (including LAs) will be a multiplier** of results at national level, through the existing national networks of Cities and third sector organisations. Moreover, ad hoc national dissemination events are included in the proposed activities.
- All the proposed activities and expected results will be specifically **supported by the Intercultural Cities Network of the Council of Europe**, both in Italy and in the other countries, to which all the target LAs formally adhere and of which ICEI is the technical coordinator in Italy. The results obtained both in the local territories will be valorised and included among the priorities and actions of the Intercultural cities network, thus guaranteeing their sustainability (and replicability).
- The use the results in other EU countries is ensured by the “**by Cities for Cities**” strategy imbedded in the proposal: starting from the experience of 4 Italian cities directly targeted by the Action, and taking into account LAs technical and administrative requirements, concrete measures and tools to support local participatory process will be disseminated to other European Cities.
- From a methodological point of view, the possibility to use the results in other EU countries is ensured by the provision of ad hoc deliverables (D3.2 and D3.5) with concrete inputs for future initiatives, that will serve as a comprehensive guide for policymakers and stakeholders.
- Partner organisations will also be in charge of carrying out fundraising initiatives, search for sponsorship and/or other public or private funds (including banking foundations), apply for EU, national or regional funding schemes provide a space for future cooperation.

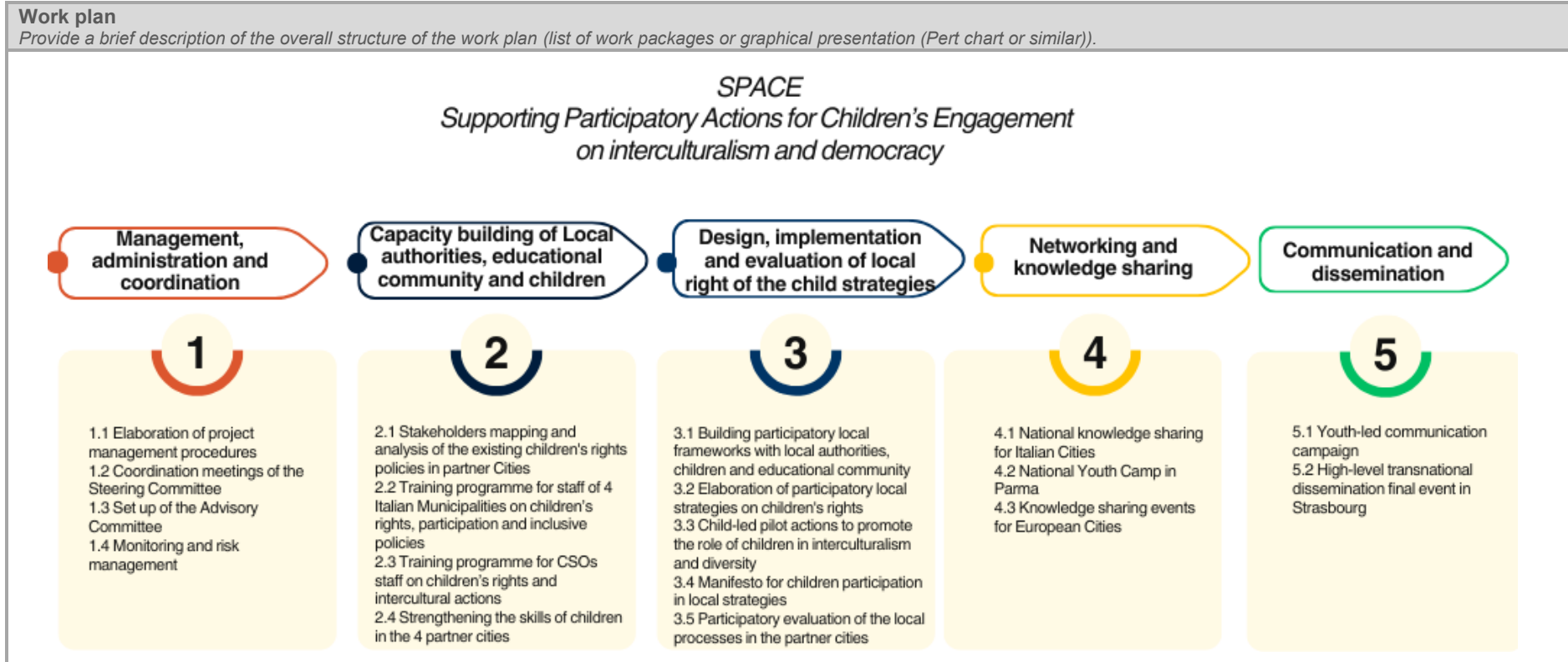
Finally, based on ICEI's experience, a Mainstreaming & sustainability plan will be elaborated to facilitate the follow-up of the initiative, including i) Aims and objectives; ii) Target groups iii) Activities to be implemented; iv) Role of other stakeholders; v) Funding opportunities (public and private funds).

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4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

4.1 Work plan



Subcontracting (n/a for prefixed Lump Sum Grants)

Subcontracting

Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities).

Subcontracting — Subcontracting means the implementation of 'action tasks', i.e. specific tasks which are part of the EU grant and are described in Annex 1 of the Grant Agreement.

Note: Subcontracting concerns the outsourcing of a part of the project to a party outside the consortium. It is not simply about purchasing goods or services. We normally expect that the participants have sufficient operational capacity to implement the project activities themselves. Subcontracting should therefore be exceptional.

Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; no subcontracting of coordinator tasks). Make sure that subcontractors are aware of the principles of gender mainstreaming and non-discrimination mainstreaming.

Work Package No	Subcontract No (continuous numbering linked to WP)	Subcontract Name (subcontracted action tasks)	Description (including task number and BEN/AE to which it is linked)	Estimated Costs (EUR)	Justification (why is subcontracting necessary?)	Best-Value-for-Money (how do you intend to ensure it?)
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Timetable

Timetable (projects up to 2 years)

Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.

Note: Use the project month numbers instead of calendar months. Month 1 marks always the start of the project. In the timeline you should indicate the timing of each activity per WP.

ACTIVITY	MONTHS																							
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24
Task 1.1 - Elaboration of project procedures																								
T1.2 - Coordination meetings of the Steering Committee																								
T1.3 - Set up of the Advisory Committee																								
T1.4 - Monitoring and risk management																								
T2.1 Stakeholders mapping and analysis of the existing policies																								
T2.2- Training for staff of 4 Italian Municipalities																								
T2.3 - Training for CSOs staff on children's rights																								

and intercultural actions																							
T2.4 Strengthening the skills of children in the 4 partner cities																							
T3.1 Participatory processes between local authorities, children and educational community																							
T3.2 - Elaboration of local strategies on children's rights																							
T3.3 - Child-led pilot actions to promote the role of children																							
T3.4 - Manifesto for children participation																							
T3.5 - Participatory evaluation of local processes																							
T4.1 National knowledge sharing for Italian Cities																							
T4.2 National Youth Camp in Parma																							
T4.3 Knowledge sharing for European Cities																							
T5.1 Child-led communication campaign																							
T5.2 Transnational dissemination final event																							

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5. OTHER

5.1 Ethics and EU values

Ethics and EU values

Describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender and non-discrimination mainstreaming in the project cycle. This means integrating gender equality and non-discrimination considerations in the design, implementation, monitoring and evaluation of project activities. Projects activities should be pro-active and contribute to the equal empowerment of women and men, girls and boys, in all their diversity, and ensure that they achieve their full potential, enjoy the same rights and opportunities. Gender and non-discrimination mainstreaming are a key mechanism for achieving gender equality and combating multiple and intersecting discrimination. In the delivery of project activities gender mainstreaming shall be ensured by systematically monitoring access, participation, and benefits among different genders, and by incorporating remedial action that redresses any gender inequalities and discriminatory effects in implementation of planned activities. The activities shall also seek to reduce levels of discrimination suffered by particular groups (as well as those at risk of multiple discrimination) and to improve equality outcomes for individuals.

If your project has a direct or indirect impact on children and their rights, indicate it clearly here. Make sure that your project is based on a child rights approach, i.e. that all the rights of the EU Charter of Fundamental Rights and the United Nations Convention on the Rights of the Child (UNCRC) and the Optional protocols, are promoted, respected, protected and fulfilled. The project should address children as rights holders and should ensure their participation in the design and implementation of the project. If you will have direct contacts with children you will have to provide a child protection policies in line with the [Keeping Children Safe Child Safeguarding Standards](#).

Explain how you intend to address privacy/data protection issues related to data collection, analysis and dissemination.

Outline measures to be taken and the policies in place to guarantee compliance with the EU values mentioned in Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights.

Considering the topics and the objectives of the project *SPACE*, partners will carefully apply and contribute to national and European recommendations concerning, for instance, ethnic origin, gender and sexual orientation.

In particular, the Consortium and its Steering Committee will ensure the respect of the ethical principles enshrined in relevant EU/international documents, such as the Charter of Fundamental Rights of the EU (preamble and art. 10, 11, 21, 22), the European Convention on Human Rights (art. 2 of Protocol n. 1), the Treaty on the European Union and the European Parliament resolution on the role of intercultural dialogue and cultural diversity in promoting EU fundamental values (2015/2139(INI)).

Project general objective focuses on the promotion of the democracy in the EU and the application of a strong intercultural approach to the whole initiative, thus ensuring that non-discrimination mainstreaming is fully embedded in the project cycle - from the planning of activities to their implementation and evaluation, and its methodologies.

Consequently, as described in the present proposal, the Action will operate to directly and relevantly contribute to increase the role of children in promoting more inclusive communities, thus reducing the levels of discrimination and improving equality treatment for European citizens.

In addition, it is important to note that gender-based discrimination is one of the grounds of discrimination addressed by the Action. Recommendations from the EC "Women's Charter" (March 2010), the "Strategic engagement for gender equality 2016-2019", the "Convention on the Elimination of All Forms of Discrimination against Women – CEDAW (1979) and the "Gender Equality Strategy" of the Council of Europe will guide gender mainstreaming throughout this project.

In particular, the initiative adopts a specific methodological focus on Gender Equality, described in section 2.1.

Consequently, gender equality will be addressed both at the capacity building/awareness raising level and at the operational level by implementing by integrating gender equality within the local co-design and piloting of child-led actions.

Finally, a gender-balanced representation is included in partners' team, as presented in section 2.9.

Regarding the impacts on children, the third target group of the Action includes young people, thus 4 project partners will implement activities directly involving children. Consequently, the project adopts a strict approach on child rights based on the EU Charter of Fundamental Rights and the United Nations Convention on the Rights of the Child. These principles are integrated in the Child Protection Policies attached to the proposal.

Partner organisations will ensure that these policies are carefully applied by their staff and by all personnel who will intervene in activities with young people throughout the initiative.

Concerning personal data collection and/or processing, the Action will comply with the European legislation and all data of beneficiaries and other people directly involved in project activities will be

processed in agreement with the GDPR (2016/679). All participants will receive relevant information as well as consent forms before each activity, in line with European and national legislation.

#§ETH-ICS-EI\$# #@SEC-URI-SU@#

5.2 Security

Security

Not applicable.

#§SEC-URI-SU\$# #@DEC-LAR-DL@#

6. DECLARATIONS

Double funding

Information concerning other EU grants for this project

 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).

YES/NO

We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

YES

We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

YES

Financial support to third parties (if applicable)

If in your project the maximum amount per third party will be more than the threshold amount set in the Call document, justify and explain why the higher amount is necessary in order to fulfil your project's objectives.

n/a

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1	26.11.2025	Part B - Paragraph 1.2: References have been added for the analyses presented in the needs assessment.
		Part B - Paragraph 1.2: It has been explained that a further level of analysis is planned within WP2, Task 2.1. This will provide additional specific information on the local contexts of the four target cities.
		Part B - Explanation of the role of Financial Officer included in paragraph 2.2 "Consortium set-up"
		SyGMA - Description of Deliverables has been improved in SyGMA
		SyGMA - Figures have been rounded to allow them to be included on the Portal. The following differences have been identified: ICEI: 209.129,68 (original budget)

		209.129,69 (figures included in the Portal) City of Reggio Emilia: 76.025,23 (original budget) 76.025,22 (figures included in the Portal) City of Torino: 77.470,46 (original budget) 77.470,45 (figures included in the Portal)
		Budget- Explanation of the role of the Financial Officer added – Any Comments - line no. 2
		Budget- PARES budget amendment – Increase in staff costs in WP4 and WP5, and corresponding reduction in WP3. The total contribution managed by the partner PARES and the distribution of the budget among the partners remains unchanged.
		Budget- Integration on the following budget lines and explanation of the type of expenditure (service, not subcontracted): • Budget heading C3 “Other” (WP2) – Any Comments – Lines nr. 14, nr. 22, nr. 30, nr. 37 • Budget heading C3 Other (WP3) – Any Comments – Lines nr. 16, nr. 24, nr. 32, nr. 39 • Budget heading C3 Other (WP4) – Any Comments – Lines nr. 17, nr. 41 Budget heading C3 Dissemination (WP5) – Any Comments – Linea nr. 11, nr. 19, nr. 27, nr. 34, nr. 43

ANNEX 2

ESTIMATED BUDGET (LUMP SUM BREAKDOWN) FOR THE ACTION

Forms of funding	Estimated EU contribution					
	Estimated eligible lump sum contributions (per work package)					Maximum grant amount ¹
	WP1 Management, administration and coordination	WP2 Capacity building of Local authorities, educational community and children	WP3 Design, implementation and evaluation of local right of the child strategies	WP4 Networking and knowledge sharing	WP5 Communication and dissemination	
	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	
	a	b	c	d	e	f = a + b + c + d + e
1 - ICEI	35 741.56	36 391.77	33 488.33	63 252.70	40 255.33	209 129.69
2 - COMUNE DI PARMA	3 337.28	8 730.08	50 096.91	9 671.81	7 274.03	79 110.11
3 - PONTEDERA	3 990.78	8 659.30	52 991.55	2 342.12	7 673.29	75 657.04
4 - REGGIO EMILIA	3 738.39	9 626.19	51 519.94	3 902.98	7 237.72	76 025.22
5 - CITTA DI TORINO	3 982.00	8 691.07	52 916.85	5 222.35	6 658.18	77 470.45
6 - Pares	3 688.68	12 408.26	81 291.26	762.70	1 197.97	99 348.87
Σ consortium	54 478.69	84 506.67	322 304.84	85 154.66	70 296.52	616 741.38

¹ The 'maximum grant amount' is the maximum grant amount fixed in the grant agreement (on the basis of the sum of the beneficiaries' lump sum shares for the work packages).

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

COMUNE DI PARMA (COMUNE DI PARMA), PIC 996097754, established in STRADA REPUBBLICA 1, PARMA 43121, Italy,

hereby agrees

to become beneficiary

in Agreement No 101252211 — SPACE ('the Agreement')

between ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI) **and the European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

COMUNE DI PONTEDERA (PONTEDERA), PIC 969059780, established in CORSO MATTEOTTI 37, PONTEDERA 56025, Italy,

hereby agrees

to become beneficiary

in Agreement No 101252211 — SPACE ('the Agreement')

between ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI) **and the European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

Matteo Franconi with ECAS id n007va2b signed in the Participant Portal on 16/12/2025 at 11:28:23 (transaction id SigId-6707-xOgbvUyracxARFrmLupzhbaMEWzn77WL0ALdsGMmclWBVwOOAaVZsW2seefNbIN6j6hhynnvZjRSpyLu2sVE50-R2zIpFT8xjMzr9dVyokjEN-CYxVoMbcN22cEEkLN1mRu6wamqzfkxYvMN67czwX1Oa6bKqi7hPvzUkzcX1NwRTv0neAb13clqNfxzUBZl6R2Y). Timestamp by third party at 2025.12.16 11:28:27 CET

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

COMUNE DI REGGIO EMILIA (REGGIO EMILIA), PIC 996107939, established in PIAZZA PRAMPOLINI 1, REGGIO EMILIA 42100, Italy,

hereby agrees

to become beneficiary

in Agreement No 101252211 — SPACE ('the Agreement')

between ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI) **and the European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

COMUNE DI TORINO (CITTA DI TORINO), PIC 986538792, established in PIAZZA PALAZZO DI CITTA 1, TORINO 10122, Italy,

hereby agrees

to become beneficiary

in Agreement No 101252211 — SPACE ('the Agreement')

between ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI) **and the European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

Giovanni Mazzolotti with ECAS id n00kpo58 signed in the Participant Portal on 16/12/2025 at 13:49:06 (transaction id SigId-9529-nrNGxkk ACzsWFzcYP3vwMr67SzzwGueQOo2K25EwYcXzRXdZ3OIHZ0Yvvzoe5 XDt0eRB3A3Yhnzp6OXAehlVnkFK-R2zIpFT8xjMzr9dVyokjEN-uWBEOFSzGoZzt5Usrgh07rJgNdGhekqrHyDg4MkzREgDYAznzSWDI66VcbUy3jNmnp6OaFRjjHRjVNDVo217qwW). Timestamp by third party at 2025.12.16 13:49:09 CET

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

PARES SOCIETA COOPERATIVA (Pares), PIC 893304526, established in VIA GIOIA MELCHIORRE 82, MILANO 20125, Italy,

hereby agrees

to become beneficiary

in Agreement No 101252211 — SPACE ('the Agreement')

between ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE ASSOCIAZIONE (ICEI) **and the European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

Graziano Maino with ECAS id n006yaf9 signed in the Participant Portal on 18/12/2025 at 08:45:14 (transaction id SigId-1650-0efXUz pmTKiMCMIDjooagfPb76HywBL6rFi8BJvOfEA4jYfsj4zKayrzRhQO5t HUwGRcvDhtEibV63hHqXhaPLW-POMaLLcnzRykiOCyJG02J8-OUg1FAakhe6Rf0r7ChWQAQTm75QiIvnxfx3iVqL3D0MBhNCDzPxzKCAVQ 5L4qjUjBjBPdSdYLzSypRsoaIpCG). Timestamp by third party at 2025.12.18 08:45:17 CET

ANNEX 4 XXX LUMP SUM MGA — MULTI & MONO

FINANCIAL STATEMENT FOR THE ACTION FOR REPORTING PERIOD [NUMBER]

EU contribution												
Eligible lump sum contributions (per work package)												Requested EU contribution
	WP1 [name]	WP2 [name]	WP3 [name]	WP4 [name]	WP5 [name]	WP6 [name]	WP7 [name]	WP8 [name]	WP9 [name]	WP10 [name]	WP [XX]	
Forms of funding	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	
Status of completion	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	PARTIALLY COMPLETED	PARTIALLY COMPLETED	COMPLETED	NOT COMPLETED	
	a	b	c	d	e	f	g	h	i	j	k	$l = a + b + c + d + e + f + g + h + i + j + k$
1 – [short name beneficiary]												
1.1 – [short name affiliated entity]												
2 – [short name beneficiary]												
2.1 – [short name affiliated entity]												
X – [short name associated partner]												
Total consortium												

The consortium hereby confirms that:

The information provided is complete, reliable and true.

The lump sum contributions declared are eligible (in particular, the work packages have been completed and the work has been properly implemented and/or the results were achieved; see Article 6).

The proper implementation of the action/achievement of the results can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 19, 21 and 25).

ANNEX 5

SPECIFIC RULES

INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE (— ARTICLE 16)

Rights of use of the granting authority on results for information, communication, dissemination and publicity purposes

The granting authority also has the right to exploit non-sensitive results of the action for information, communication, dissemination and publicity purposes, using any of the following modes:

- **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- **distribution to the public** in hard copies, in electronic or digital format, on the internet including social networks, as a downloadable or non-downloadable file
- **editing** or **redrafting** (including shortening, summarising, changing, correcting, cutting, inserting elements (e.g. meta-data, legends or other graphic, visual, audio or text elements extracting parts (e.g. audio or video files), dividing into parts or use in a compilation
- **translation** (including inserting subtitles/dubbing) in all official languages of EU
- **storage** in paper, electronic or other form
- **archiving** in line with applicable document-management rules
- the right to authorise **third parties** to act on its behalf or sub-license to third parties, including if there is licensed background, any of the rights or modes of exploitation set out in this provision
- **processing**, analysing, aggregating the results and **producing derivative works**
- **disseminating** the results in widely accessible databases or indexes (such as through ‘open access’ or ‘open data’ portals or similar repositories, whether free of charge or not.

The beneficiaries must ensure these rights of use for the whole duration they are protected by industrial or intellectual property rights.

If results are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they

comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

COMMUNICATION, DISSEMINATION AND VISIBILITY (— ARTICLE 17)

Additional communication and dissemination activities

The beneficiaries must engage in the following additional communication and dissemination activities:

- present the project (including project summary, coordinator contact details, list of participants, European flag and funding statement and project results) on the beneficiaries' websites or social media accounts
- for actions involving **publications**, mention the action and the European flag and funding statement on the cover or the first pages following the editor's mention
- for actions involving public **events**, display signs and posters mentioning the action and the European flag and funding statement
- upload the public **project results** to the Rights and Values Project Results platform, available through the Funding & Tenders Portal.



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Date: 2025.12.15 11:55:28 CET

This electronic receipt is a digitally signed version of the document submitted by your organisation. Both the content of the document and a set of metadata have been digitally sealed.

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Any attempt to modify the content will lead to a break of the integrity of the electronic signature, which can be verified at any time by clicking on the eReceipt validation symbol.

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