



EUROPEAN COMMISSION
DIRECTORATE-GENERAL
ECONOMIC AND FINANCIAL AFFAIRS
International economic and financial relations, global governance
Global economy



Timely high-frequency indicators for global and regional trade

Call for proposals to conclude a Framework
Partnership Agreement

Ref. 2024 ECFIN 001/D4

CALL FOR PROPOSALS

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1. CONTEXT

This is a call for proposals for an **EU framework partnership for grants** over a period of four years, followed by a maximum of four yearly specific grant agreements.

The call is launched in accordance with the 2024 Work Programme¹ and will be managed by the European Commission, Directorate General for Economic and Financial Affairs ('DG ECFIN'). The subject of the call is the construction and monthly production of timely indicators of global and regional trade developments.

Framework partnerships are long-term cooperation instruments that serve as umbrella for regular or recurrent grants in the same field or area and under a common action plan (or work programme of activities). They are a prerequisite for being able to apply for these grants, but do not create any legitimate expectations or entitlement to get them. Framework partnership beneficiaries are normally identified on the basis of a standard evaluation and award procedure and then yearly invited to submit their proposals for grants (closed calls; addressed directly to the framework partners).

As a result of this call, DG ECFIN seeks to sign **one framework partnership agreement (FPA)** with one beneficiary for a maximum period of four years. Under this FPA, which will specify the common objectives and the nature of the actions to be carried out, four yearly specific grant agreements (SGAs) may be concluded between the parties.

Please note that for the first year, the FPA and SGA applications are submitted together due to time constraints. The beneficiary must first be awarded a FPA. SGAs can only be signed if the FPA has been signed, and before the end date of the FPA.

The first of these SGAs will concern the period from 1st September 2024 to 31st August 2025 and will be carried out conditional on the approval and availability of the Commission's annual appropriations.

We invite you to read the **call documentation** carefully, and in particular this Call Document, the Model Grant Agreement and the [EU Grants AGA — Annotated Grant Agreement](#). These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call Document](#) outlines the:
 - background, objectives, scope, activities that can be funded and the expected results (sections 1 and 2)
 - timetable and available budget (sections 3 and 4)
 - admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)
 - criteria for financial and operational capacity and exclusion (sections 7 and 8)
 - evaluation and award procedure (section 9)
 - award criteria (section 10)
 - legal and financial set-up of the Grant Agreements (section 11)
 - submission of proposals (section 15)

¹ Commission Implementing Decision C(2024)484 final of 31.01.2024 on the financing of Directorate General for Economic and Financial Affairs' activities and adoption of a corresponding annual work programme for 2024

- the MFPA — Model Framework Partnership Agreement contains: - Detailed information on all the provisions in the Framework Partnership Agreement you will have to sign in order to be invited to submit a proposal for a specific grant (including cost eligibility, payment schedule, accessory obligations, etc).

2. PURPOSE AND SPECIFICATIONS OF THE ACTION

2.1 Objectives

The grant action consists of the construction and monthly update of a database covering merchandise trade and industrial production indicators. These indicators are essential elements in the timely assessment of the global cycle and will be actively used by the European Commission to monitor recent developments and as an input for the preparation of its Economic forecasts and other internal and external notes.

These high-frequency indicators should cover the whole World and be constructed following a bottom-up approach: the contractor should collect the necessary data for an exhaustive number of individual countries, then use these data to calculate regional and global aggregates. The files sent to the Commission should include the calculated indicators for the individual countries and the regional and global aggregates listed below. These indicators are not statistics in a strict sense, as many missing data will need to be estimated.

2.2 Description of the action

The grant will in particular fund the following activity carried out by the beneficiary. The activity is described hereafter and referred to as **Work Package 1**.

Deliverables: content of the results

The beneficiary should collect the necessary data for the individual countries and harmonize them as needed. Then, calculate the following variables both at country level and for the aggregates listed below:

- merchandise export and imports values (current euro), and trade values (average of exports and imports),
- merchandise export and imports prices (euro prices), and trade prices (average of exports and imports),
- merchandise export and imports volumes (constant euro), and trade volumes (average of exports and imports). For volumes, the contractor should also provide estimates for three additional months for the following aggregates: World, Advanced economies and Emerging markets.
- an index of industrial production,

When missing, trade values and prices will have to be estimated. Trade volumes have to be calculated on the basis of trade values and prices. On the use of price variables: when available, preference should be given to true price indices instead of unit value indices, which suffer from

composition bias. All series have to be seasonally adjusted and, as much as possible, working-day adjusted.

The countries and regions to be included are the ones in the image below, which correspond to Table 53 of the Statistical Annex of the Commission's latest Spring forecast document published here:

https://economy-finance.ec.europa.eu/economic-forecast-and-surveys/economic-forecasts_en,

plus some additional ones that will be provided by the Commission to the selected contractor (see below). The initial list of countries and regions might evolve (for example, if a new country becomes Candidate), therefore the contractor must accept to adapt the list of countries and regions if requested by the Commission.

EU		
Euro area		
Belgium		
Bulgaria		
Czechia		
Denmark		
Germany		
Estonia		
Ireland		
Greece		
Spain		
France		
Croatia		
Italy		
Cyprus		
Latvia		
Lithuania		
Luxembourg		
Hungary		
Malta		
Netherlands		
Austria		
Poland		
Portugal		
Romania		
Slovenia		
Slovakia		
Finland		
Sweden		
	Candidate Countries (b)	
	- Albania	
	- Bosnia and Herzegovina	
	- Georgia	
	- Moldova	
	- Montenegro	
	- North Macedonia	
	- Serbia	
	- Türkiye	
	- Ukraine	
	Iceland	
	Norway	
	Switzerland	
	Australia	
	Canada	
	Japan	
	Korea	
	United Kingdom	
	United States	
	Advanced economies	
		Emerging and Developing Asia
		- China
		- India
		- Indonesia
		Eastern Neighbourhood and Central Asia
		Russia
		Latin America
		- Argentina
		- Brazil
		- Mexico
		MENA
		- Saudi Arabia
		Sub-Saharan Africa
		- South Africa
		Emerging and Developing Economies
		World
		World excluding EU
		World excluding euro area

To this list the following groups should be added:

- Advanced Asia (excl. Japan)
- Other advanced economies, i.e. Advanced economies excluding the Euro Area, United States, United Kingdom, Japan, Advanced Asia (excluding Japan)
- Emerging Asia (excluding China)
- Asia excluding China
- Emerging and developing economies excluding China
- Other Latin America, i.e. Latin America excluding Brazil, Mexico and Argentina.
- G7 countries
- G20 countries

The following additional decompositions and indexes for the EU and euro area (EA) should also be added:

- Volumes, values and prices for EU and euro area imports and exports disaggregated into intra- and extra-EU and intra- and extra-euro area, respectively.
- A monthly composite series of export market demand for extra-EU and extra-euro area as a weighted average of import volumes in all major EU/EA trading partners weighted by their respective shares in EU/EA trade. The weight matrices applied in the process should also be provided (for all years in the sample).

Deliverables: timing and reporting of results

The results must be sent (by e-mail) to the Commission every month, at the latest on the 25th of the month. The results will be an updated set of monthly time series, which should start, at the latest, in January 2000. The end date of the time series to be delivered on the 25th of the month t has to be the month $t-2$. For example, results up to September must arrive at the Commission at the latest on 25 November.

The delivery of the updated set of monthly series should be complemented by a forward-looking module consisting of world imports and exports volume indicators for at least 3 additional months: $t-1$, t and $t+1$. These indicators would extend the volume series at the global level and at the level of advanced economies and emerging and developing economies (the two major aggregates).

The delivery of the first set of results is on 25 September 2024.

3. TIMETABLE (for FPA and SGA)

Stages	Date (otherwise indicative period)
Publication of the call	29.05 2024
Deadline for asking questions	14.06.2024
Deadline for submitting applications	24.06.2024
Evaluation period	July 2024
Information to applicants	July 2024
Signature of the framework partnership agreement	July/August 2024
Signature of the specific grant agreement (year 1)	July/August 2024
Starting date of the action (year 1)	1 September 2024

4. EU FUNDING

The Commission intends **to fund one proposal** and reserves the right not to distribute all the funds available. The indicative annual budget available for this action is maximum EUR 100 000 (hundred thousand euro) and is conditional on the approval and availability of the Commission's annual appropriations for the consecutive periods under the framework partnership agreement.

The annual grant amounts are defined as a co-funding rate of maximum 50% of the eligible costs incurred by the beneficiary.

To this end, each year a precise budget must be supplied by the beneficiary at the beginning of the annual action.

The estimated budget of the first year of the action is to be submitted with the application (see below section 11). It must have revenue and expenditure in balance. The budget must be drawn up in euros. Applicants, who foresee that costs will not be incurred in euros, shall use the exchange rate published in the Official Journal of the European Union.

5. ADMISSIBILITY REQUIREMENTS

Applications must comply with the following conditions to be admissible:

- Applications must be sent **no later than the deadline** for submitting applications referred to in section 3. Timetable.
- Applications must be submitted in writing **via email exclusively to the dedicated functional mailbox** (see section 15. Submission of proposals).
- Applications shall be drafted in one of the **official languages** of the European Union. However, applications in English are encouraged as they facilitate the evaluation procedure.
- Applications must be **complete, containing all the requested mandatory forms** accompanied by (free format) documentation and supporting documents as requested in section 15. Submission of proposals.
- Applications containing external web-links requiring the Commission services to download any documents will not be accepted.
- Applications sent by fax will not be accepted.

At proposal submission, you will have to confirm that you have the mandate to act for all applicants. Moreover, you will have to confirm that the information in the application is correct and complete and that the participants comply with the conditions for receiving EU funding (especially eligibility, financial and operational capacity, exclusion, etc). Before signing the FPA, each beneficiary will have to confirm this again by signing a declaration of honour (DoH).

You may be asked at a later stage for further documents (for legal entity validation, financial capacity check, bank account validation, etc).

Failure to comply with those requirements will lead to the rejection of the application.

6. ELIGIBILITY CRITERIA

6.1 Eligible applicants

Only applications from **legal entities** established in the following countries are eligible for carrying out the action in the context of the current call for proposals:

- EU Member States

Eligible applicants are: National statistical institutes, research centres, companies, professional organisations/associations, non-profit organisations, public authorities (national, regional, local), universities, educational institutes.

Applicants must show that they exist as a legal entity. Therefore applicants, co-applicants and affiliated legal entities (see below) must all provide the required documentation by means of *a duly completed legal entity form* (see section 15.3 Documents) accompanied by supporting documents.

Consortium: joint proposal by co-applicants

Legal entities forming a consortium must submit their application as co-applicants (who will be defined as co-beneficiaries in case of award). Their tasks must be clearly identified and a budget statement per co-applicant (containing financial contribution and budgeted costs of each member participating in the proposal) must be submitted, together with a consolidated budget statement.

In case of award of the grant, one of the co-beneficiaries will take the role of co-ordinator and shall:

- assume the overall responsibility for the partnership vis-à-vis the Commission
- monitor the activities of the other participating member(s)
- ensure the overall coherence and timely submission of the deliverables
- centralise the signature of the agreement and deliver the agreement duly signed by all co-applicants to the Commission
- collect supporting documents of expenditure incurred by each co-beneficiary as well as external funding and present them in a single submission.
- centralise the Commission's financial contribution and disburse payments to the co-beneficiaries

6.2 Eligible activities

Activities directly related to providing the required data to the Commission are eligible for funding.

It is always for the Commission to take the final decision on the eligibility of an activity and the costs related to it, both when analysing proposals with a view to the estimated budget to be annexed to the grant agreement and when examining statements of costs actually incurred for the purpose of determining the final grant.

7. EXCLUSION CRITERIA

7.1 Exclusion from participation

Applicants will be excluded from participating in the call for proposals procedure if they are in any of the following situations:

- (a) the applicant is bankrupt, subject to insolvency or winding-up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended, or it is in any analogous situation arising from a similar procedure provided for under EU or national laws or regulations;
- (b) it has been established by a final judgment or a final administrative decision that the applicant is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the applicable law;
- (c) it has been established by a final judgment or a final administrative decision that the applicant is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the applicant belongs, or by having engaged in any wrongful intent or gross negligence, including, in particular, any of the following:
 - (i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of eligibility or selection criteria or in the performance of a contract, a grant agreement or a grant decision;
 - (ii) entering into agreement with other applicants with the aim of distorting competition;
 - (iii) violating intellectual property rights;

- (iv) attempting to influence the decision-making process of the Commission during the award procedure;
- (v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;
- (d) it has been established by a final judgment that the applicant is guilty of any of the following:
 - (i) fraud, within the meaning of Article 3 of Directive (EU) 2017/1371 of the European Parliament and of the Council and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;
 - (ii) corruption, as defined in Article 4(2) of Directive (EU) 2017/1371 or Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997, or conduct referred to in Article 2(1) of Council Framework Decision 2003/568/JHA, or corruption as defined in the applicable law;
 - (iii) conduct related to a criminal organisation, as referred to in Article 2 of Council Framework Decision 2008/841/JHA;
 - (iv) money laundering or terrorist financing within the meaning of Article 1(3), (4) and (5) of Directive (EU) 2015/849 of the European Parliament and of the Council;
 - (v) terrorist offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision;
 - (vi) child labour or other offences concerning trafficking in human beings as referred to in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;
- (e) the applicant has shown significant deficiencies in complying with main obligations in the performance of a contract, a grant agreement or a grant decision financed by the Union's budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered following checks, audits or investigations by an authorising officer, OLAF or the Court of Auditors;
- (f) it has been established by a final judgment or final administrative decision that the applicant has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95;
- (g) It has been established by a final judgement or final administrative decision that the applicant has created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations of mandatory application in the jurisdiction of its registered office, central administration or principal place of business;
- (h) it has been established by a final judgement or final administrative decision that an entity has been created with the intent referred to in point (g);
- (i) for the situations referred to in points (c) to (h) above, the applicant is subject to:
 - (i) facts established in the context of audits or investigations carried out by European Public Prosecutor's Office after its establishment, the Court of Auditors, the European Anti-Fraud Office or the internal auditor, or any other check, audit or control performed under the responsibility of an authorising officer of an EU institution, of a European office or of an EU agency or body;
 - (ii) non-final judgments or non-final administrative decisions which may include disciplinary measures taken by the competent supervisory body responsible for the verification of the application of standards of professional ethics;
 - (iii) facts referred to in decisions of persons or entities being entrusted with EU budget implementation tasks;
 - (iv) information transmitted by Member States implementing Union funds;

- (v) decisions of the Commission relating to the infringement of Union competition law or of a national competent authority relating to the infringement of Union or national competition law; or decisions of exclusion by an authorising officer of an EU institution, of a European office or of an EU agency or body.

7.2 Exclusion from award

The authorising officer shall not award a grant to an applicant who:

- a) is in an exclusion situation established in accordance with section 7.1;
- b) has misrepresented the information required as a condition for participating in the procedure or has failed to supply that information;
- c) was previously involved in the preparation of documents used in the award procedure where this entails a breach of the principle of equal treatment, including distortion of competition, that cannot be remedied otherwise.

7.3 Supporting documents

Applicants and affiliated entities must provide a declaration on their honour certifying that they are not in one of the situations referred to in Articles 136(1) and 141 of the [Regulation 2018/1046](#) on the financial rules applicable to the general budget of the Union, by filling in the relevant form accompanying the call for proposals (see section 15.3 Documents “Declaration of Honour”).

Administrative and financial penalties may be imposed on applicants, or affiliated entities where applicable:

- who are guilty of misrepresentation.
- who are excluded in relation to points a) to g) of the form in question.

For grants with a value exceeding € 60 000, the Commission may require further evidence, as indicated in article 137 of the [Regulations 2018/1046](#) on the financial rules applicable to the general budget of the Union.

8. SELECTION CRITERIA

8.1 Financial capacity

Applicants must have **stable and sufficient resources** of funding to maintain the activity throughout the period during which the action is being carried out and to participate in its funding.

The applicants' financial capacity will be assessed on the basis of the following documents to be submitted with the application:

- a declaration on honour
- other supporting documents, if requested by the responsible authorising officer

If, on the basis of the documents submitted, the responsible authorising officer considers that the financial capacity is not satisfactory, he may:

- request further information
- propose a grant agreement without pre-financing
- reject the application

8.2 Operational capacity

Applicants must have the **know-how, qualifications and resources** necessary to successfully implement the proposed action.

The following selection criteria will be used to assess the applicant's operational capacity:

- At least three years of proven experience in the construction of international trade indicators and addressing methodological questions (seasonal adjustment, working-day adjustment, aggregation, estimation methodology for missing values and missing deflators,...)

This capacity will be assessed **together with the 'Quality' award criterion** (see section 10. Award criteria), on the basis of the competence and experience of the applicant and team, including operational resources (human, technical and other).

If the evaluation of the award criterion 'Quality' is positive, the applicant is considered to have sufficient operational capacity.

Applicants will have to show their capacity via the following information:

- a declaration on honour
- a detailed description of the operational organisation for producing the data set: infrastructure, technical equipment, facilities, resources.
- a list of relevant previous key projects for the last 3 years.
- CVs or descriptions of profiles with experience and qualifications of the staff responsible for implementing the action, accompanied where appropriate by a list of relevant publications.
- description of the consortium participants and subcontractors

9. EVALUATION AND AWARD PROCEDURE

An evaluation committee will assess all proposals. Proposals will first be checked for formal requirements (admissibility, eligibility – see sections 5 and 6). Proposals found admissible and eligible will be evaluated against exclusion, selection and award criteria (see sections 7, 8 and 10) and ranked according to their scores (see section 10).

All applicants will be informed about the evaluation result. Only the successful top-ranked applicant will be invited to sign the FPA and for grant preparation; the other ones will be put on a reserve list or rejected.

10. AWARD CRITERIA

For the evaluation of the proposals in terms of the award criteria, applicants must submit a **technical proposal and a budget proposal** (for year 1 of the action) containing all relevant information in order to assess the below award criteria.

The evaluation of the proposal, including the proposed budget, will be carried out in accordance with the award criteria set out hereafter.

The **award criteria** for this call are as follows:

1. Award criterion 1: Relevance (20 points – threshold 10 points):

- Clarity and consistency of the action.
- The coverage of the indicators in terms of the countries and regions covered.
- User-friendliness of data provision.

2. Award criterion 2: Quality (60 points – threshold 30 points):

- Proposed methodology including aspects of seasonal adjustment, working-day adjustment, deflation, aggregation and estimation methodology for missing values and missing deflators.
- Quality of the team: appropriate procedures and problem-solving mechanisms for cooperating within the project team, including consortium and/or subcontractors, in terms of flexibility, distribution of tasks, arrangements for monitoring and supervision, risk management, responsiveness, communication and liaising with the Commission.

3. Award criterion 3: Budget and cost effectiveness (20 points – threshold 10 points):

- The completeness of the budget. The extent to which the budget is clear and detailed in relation to the expected tasks.
- Cost effectiveness: sufficient/appropriate budget for proper implementation. The extent to which the proposal makes the most effective use possible of the budget (is deployment or resources in relation to the objectives)

Maximum points to award: 100 points. Overall threshold: 60 points.

The applications will be ranked according to the total award points received. Only applications which have obtained a total of at least 60 out of 100 points can be considered for funding – within the limits of the available EU budget.

Subject to the award decision by the responsible authorising officer, the *best ranked applicant* will be awarded a framework partnership agreement for four years, followed by a specific grant agreement for the first year of the action.

11. LEGAL AND FINANCIAL SET-UP OF THE AGREEMENTS

Submission of a grant proposal implies acceptance of the conditions of the model grant agreement. Applicants can find explanations on the provisions of the grant agreement available at this link [annotated grant agreement](#).

In the event of a partnership/grant awarded by the Commission, a framework partnership agreement will be sent to the beneficiary, i.e. the partner. The framework partnership agreement must be signed

first by the beneficiary and returned to the Commission immediately. The Commission will sign it as last party. The agreements are drawn up in English.

The awarding of annual grant amounts is subject to the approval and availability of the Commission's annual appropriations. Each year, the Commission will consult its beneficiary on the basis of an invitation to submit a budget proposal in order to award and sign an annual specific grant agreement. It is expected that such proposal, with regard to the requested grant amount by the partner, will not represent an increase of more than 2% compared to the previous year.

When the Commission decides to award a specific grant, it shall propose to the beneficiary to sign a specific annual grant agreement.

Please note that the award of a partnership/grant does not establish an entitlement for subsequent years.

12. FINANCIAL PROVISIONS

12.1 General principles

The Grant Agreement will set the framework for your grant and its terms and conditions, in particular concerning deliverables, reporting and payments.

The link to the Model Grant Agreement that will be used can be found in section 15.3.

12.2 Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*).

12.3 Deliverables

The deliverables for the project will be sent to the email address specified in Annex 5 of the Grant Agreement.

12.4 Form of grant, funding rate and maximum grant amount

The grant parameters (*maximum grant amount, funding rate, total eligible costs, etc*) will be fixed in the Grant Agreement (*Data Sheet, point 3 and art 5*).

Project budget (maximum grant amount): *see section 4. EU Funding*.

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost and flat-rate elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for your project (NOT the *budgeted* costs). For unit costs and flat-rates, you can charge the amounts calculated as explained in the Grant Agreement (*see art 6 and Annex 2*).

The costs will be reimbursed at the funding rate fixed in the Grant Agreement (**maximum 50%**).

Grants may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). For-profit organisations must declare their revenues and, if there is a profit, it will be deducted from the final grant amount (*see art 22.3 of the Grant Agreement*).

Moreover, please be aware that the final grant amount may be reduced in case of non-compliance with the Grant Agreement (*e.g. improper implementation, breach of obligations, etc*).

12.5 Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Data Sheet, point 3, art 5, art 6 and Annex 2*).

12.6 Reporting and payment arrangements

The reporting and payment arrangements are fixed in the Grant Agreement (*Data Sheet, point 4 and art 21 and 22*).

Prefinancing: After grant signature, you will normally receive a float of **40%** of the maximum grant amount to start working on the project. The prefinancing will be paid 30 days from entry into force.

Interim payments: There will be no interim payments.

Payment of the balance: At the end of the project, we will calculate your final grant amount. If the total of earlier payments is higher than the final grant amount, we will ask you (your coordinator) to pay back the difference (recovery).

All payments will be made to the coordinator.

 Please be aware that payments will be automatically lowered if one of your consortium members has outstanding debts towards the EU (granting authority or other EU bodies). Such debts will be offset by us — in line with the conditions set out in the Grant Agreement (*see art 22*).

Please also note that you are responsible for keeping records on all the work done and the costs declared.

12.7 Prefinancing guarantees

Not applicable.

12.8 Certificates

Not applicable.

12.9 Liability regime for recoveries

The liability regime for recoveries will be fixed in the Grant Agreement (*Data Sheet point 4.4 and art 22*).

12.10 Provisions concerning the project implementation

IPR rules: *see Model Grant Agreement (art 16 and Annex 5)*.

Communication, dissemination and visibility of funding: *see Model Grant Agreement (art 17 and Annex 5)*.

12.11 Non-compliance and breach of contract

The Grant Agreement (chapter 5) provides for the measures we may take in case of breach of contract (and other non-compliance issues).

 For more information, see [AGA — Annotated Grant Agreement](#).

13. PUBLICITY

Beneficiaries must clearly acknowledge the European Union's contribution in all publications or in conjunction with activities for which the grant is used.

In this respect, beneficiaries are required to give prominence to the name and emblem of the European Commission on all their publications, posters, programmes and other products realised under the co-financed project.

To do this they must use the text, the emblem and the disclaimer available at [European Commission visual identity - European Commission \(europa.eu\)](#).

If this requirement is not fully complied with, the beneficiary's grant may be reduced in accordance with the provisions of the grant agreement or grant decision.

With the exception of scholarships paid to natural persons and other direct support paid to natural persons in most need, all information relating to grants awarded in the course of a financial year shall be published on an internet site of the European Union institutions no later than the 30 June of the year following the financial year in which the grants were awarded.

The Commission will publish the following information:

- name of the beneficiary
- address of the beneficiary (legal persons) or reference to the region (natural persons)
- subject of the grant
- amount awarded

Upon a reasoned and duly substantiated request by the beneficiary, the publication shall be waived if such disclosure risks threatening the rights and freedoms of individuals concerned as protected by the Charter of Fundamental Rights of the European Union or harm the commercial interests of the beneficiaries.

14. DATA PROTECTION

The reply to any call for proposals involves the recording and processing of personal data (such as name, addresses and CV). Such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, the questions and any personal data requested are required to evaluate the applications in accordance with the specifications of the call for proposals will be processed solely for that purpose by the Head of Unit Finance of the Directorate General for Economic and Financial Affairs (DG ECFIN), who will be acting as data controller; the practical organisation of the data processing being assured by the Director of 'International economic and financial relations, global governance' of DG ECFIN.

Personal data may be registered in the Early Detection and Exclusion System by the Commission, should the beneficiary be in one of the situations mentioned in Articles 136 and 141 of Regulation (EU, Euratom) 2018/1046². For more information see the privacy statement at:

https://ec.europa.eu/info/data-protection-public-procurement-procedures_en

² <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32018R1046>

15. SUBMISSION OF PROPOSALS

Proposals (applications) must be submitted in accordance with the formal requirements as set out under section 5. Admissibility Requirements.

The application form and compulsory documents are available for **downloading** at: [Funding opportunities - economic and financial affairs - European Commission \(europa.eu\)](https://european-commission.eu/funding-opportunities-economic-financial-affairs)

No modification to the application is allowed once the deadline for submission has elapsed. However, if there is a need to clarify certain aspects or for the correction of clerical mistakes, the Commission may contact the applicant for this purpose during the evaluation process.

Applicants will be informed in writing about the results of the selection process according to the estimated calendar indicated in section 3. Timetable.

15.1 Electronic submission exclusively via email to dedicated mailbox

Applicants must send their proposals **exclusively via email** to the following functional mailbox: ECFIN-GRANT-PROPOSALS@ec.europa.eu.

Proposals sent to **other email addresses may not be accepted**.

Application emails must be structured and sent as follows:

- the subject line of your email shall read: ‘Proposal 2024 ECFIN 001/D4 - <name applicant>’.
- If for technical reasons, applications cannot be sent in one single email, they should be split in different but consecutive emails. Please clearly indicate the number of parts in the subject line of your email as follows: ‘Proposal 2024 ECFIN 001/D4 – Part <number> of <number> Parts - <name applicant>’.

15.2 Contacts

If you have any question about the call for proposals you can send a request for **information by e-mail exclusively to the following functional mailbox**:

ECFIN-GRANT-PROPOSALS@ec.europa.eu.

The deadline for asking questions is set out in section 3. Timetable.

The most relevant questions and answers or call updates will be published at: [Funding opportunities - economic and financial affairs - European Commission \(europa.eu\)](https://european-commission.eu/funding-opportunities-economic-financial-affairs)

On its own initiative, the Commission may also inform interested parties of any error, inaccuracy, omission or any other type of clerical error in the text of the call documents. The website will be updated regularly and it is the interested parties’ responsibility to check for updates and modifications during the submission period. Please consult regularly this webpage.

15.3 Documents

All documents are published on DG ECFIN’s website: [Funding opportunities - economic and financial affairs - European Commission \(europa.eu\)](https://european-commission.eu/funding-opportunities-economic-financial-affairs)

- Specifications/Call for Proposals document ref. 2024 ECFIN 001/D4 for the action ‘Timely high-frequency indicators for global and regional trade’
- Model Framework Partnership Agreement (FPA)
- Annex I “Action plan” of the Model Framework Partnership Agreement (FPA)

- Model General Grant Agreement (specific grant agreement under FPA)
- Annex I “Description of the Action” of the Model General Grant Agreement (specific grant agreement under FPA)
- Annex 2 “Estimated budget for the action year 1 + Detailed estimated budget for the action year 1” of the Model General Grant Agreement (specific grant agreement under FPA) (*both excel documents to be completed and submitted with your proposal*)
- Annex 3 “Accession form for beneficiaries” of the Model General Grant Agreement (specific grant agreement under FPA), if applicable (*to be completed by entities who are not coordinator, and to be submitted with your proposal*)
- Annex 4 “Model for the Financial Statements” - for financial reporting on the actual incurred costs and contributions received during the reporting period of the Model General Grant Agreement (specific grant agreement under FPA) (to be submitted at the end of the action together with your cost claim)
- Annex 5 “Specific Rules” of the Model General Grant Agreement (specific grant agreement under FPA)
- Application form (*to be completed and submitted with your proposal*)
- Declaration of honour for beneficiaries (*to be completed by all entities and submitted with your proposal*)
- Your technical proposal for the action: see section 8.2 Operational capacity and section 10 Award criteria (*free format, to be submitted with your proposal*)
- Legal entity form and financial (bank) identification form (*to be downloaded from separate link: [Forms for contracts - European Commission \(europa.eu\)](#), then to be completed and submitted with your proposal*)

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (*e.g. congestion, etc*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Topic page regularly. We will use it to publish updates and additional information on the call (call and topic updates).
- **Consortium roles** — When setting up your consortium, you should think of organisations that help you reach objectives and solve problems.

beneficiaries/affiliated entities). Subcontracting going beyond 30% of the total eligible costs must be justified in the application.

- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). They will have to choose a coordinator, who will take care of the project management and coordination and will represent the consortium towards the granting authority. In mono-beneficiary grants, the single beneficiary will automatically be coordinator.
- **Affiliated entities** — Applicants may participate with affiliated entities (i.e. entities linked to a beneficiary which participate in the action with similar rights and obligations as the beneficiaries, but do not sign the grant and therefore do not become beneficiaries themselves). They will get a part of the grant money and must therefore comply with all the call conditions and be validated (just like beneficiaries); but they do not count towards the minimum eligibility criteria for consortium composition (if any).
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant money). They participate without funding and therefore do not need to be validated.
- **Consortium agreement** — For practical and legal reasons it is recommended to set up internal arrangements that allow you to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives you the possibility to redistribute the grant money according to your own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows you to customise the EU grant to the needs inside your consortium and can also help to protect you in case of disputes.
- **Balanced project budget** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (*e.g. own contributions, income generated by the action, financial contributions from third parties, etc*). You may be requested to lower your estimated costs, if they are ineligible (including excessive).
- **Completed/ongoing projects** — Proposals for projects that have already been completed will be rejected; proposals for projects that have already started will be assessed on a case-by-case basis (in this case, no costs can be reimbursed for activities that took place before the project starting date/proposal submission).
- **No-profit rule** — Grants may NOT give a profit (i.e. surplus of revenues + EU grant over costs). This will be checked by us at the end of the project.
- **No cumulation of funding/no double funding** — It is strictly prohibited to cumulate funding from the EU budget (except under ‘EU Synergies actions’). Outside such Synergies actions, any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances be declared under two EU grants. If you would like to nonetheless benefit from different EU funding opportunities, projects must be designed as different actions, clearly delineated and separated for each grant (without overlaps).
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this this Call Document (and the documents it refers to). Proposals that do not comply with all the call conditions will be **rejected**. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them doesn’t, they must be replaced or the entire proposal will be rejected.

- **Cancellation** — There may be circumstances which may require the cancellation of the call. In this case, you will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year on the [Europa website](#).

This includes:

- beneficiary names
- beneficiary addresses
- the purpose for which the grant was awarded
- the maximum amount awarded.

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.