

**ANNEX**  
**EUROPEAN FUND FOR THE INTEGRATION OF THIRD-  
COUNTRY NATIONALS**  
**2007-2013**  
**COMMUNITY ACTIONS**  
**ANNUAL WORK PROGRAMME 2009**  
**INCLUDING BUDGETARY IMPLICATIONS AND**  
**SELECTION CRITERIA**

## **1 POLICY CONTEXT**

As a response to the request of The Hague Programme strengthening freedom, security and justice in the European Union<sup>1</sup>, the Council of 19 November 2004 adopted Common Basic Principles for Immigrant Integration Policy in the European Union (CBPs)<sup>2</sup>. In September 2005, the Commission put forward 'A Common Agenda for Integration' which constitutes a framework for developing a European approach to integration of third-country nationals in the European Union<sup>3</sup>. The Council Conclusions on a Common Agenda for Integration of December 2005 underlined the need to further enhance a common approach to integration policies and measures<sup>4</sup>. In addition, in the Council Conclusions on a Comprehensive Migration Policy, of December 2006<sup>5</sup>, the link between legal migration policies and integration strategies and the need for further measures to strengthen this approach were underlined.

In May 2007, an Informal Meeting of EU Ministers Responsible for Integration took place in Potsdam, Germany. The following Council Conclusions on the strengthening of integration policies in the European Union by promoting unity in diversity of June 2007<sup>6</sup> stressed the need to promote a global and coherent approach to integration policies, migrant flow management and co-operation with the countries of origin, as well as the complementary linkage between migration and integration. The Third Annual Report on Migration and Integration<sup>7</sup>, published

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1 Annex I to the Presidency Conclusions, European Council, 4/5 November 2004

2 Council Document 14615/04 of 19 November 2004

3 COM (2005) 389 final

4 Council Document 14390/05 of 1/2 December 2005

5 Council Document 16879/1/06 of 14-15 December 2006

6 Council Document 10504/07 of 7 June 2007

7 COM (2007) 512 final

in September 2007, analysed changes and describes actions taken on admission and integration of third-country nationals at national and EU level and provides an overview of policy developments.

In October 2008 the Commission put forward a staff working document, 'Strengthening actions and tools to meet integration challenges'<sup>8</sup>, to provide proposals for the further development of the Common Agenda and the EU framework for integration as well as an overview of the activities undertaken to address the political priorities identified by the Council Conclusions of June 2007. This document was the basis for the discussions which took place during the Third Ministerial Conference on integration organised under French Presidency in Vichy on 3-4 November 2008. A final declaration was approved by the Ministers and Conclusions of the Council and of the Representatives of the Governments of the Member States concerning integration policies in the European Union were adopted<sup>9</sup>, emphasising the importance the Union attaches to the development of a coherent integration policy.

Within this context, in order to reflect upon the integration strategies agreed in these policy instruments, and taking into consideration discussions within the framework of the network of National Contact Points on Integration (NCPI), the 2009 work programme identifies a number of priorities and objectives to be pursued through Community actions.

Recommendations for successful policy initiatives - resulting from the elaboration of the Handbooks on Integration for Policy-Makers and Practitioners<sup>10</sup> have also been taken into account.

## **2 GENERAL OBJECTIVES**

The Decision of the Council N° 2007/435/EC of 25 of June 2007 establishes the European Fund for the Integration of third-country nationals for the period 2007 to 2013 as part of the General programme "Solidarity and Management of Migration Flows" (see OJ L 168 of 28.06.2007) (hereafter 'the Decision').

The general objective of the Fund is to support the efforts made by the Member States in enabling third-country nationals of different economic, social, cultural, religious, linguistic and ethnic backgrounds to fulfil the conditions of residence and to facilitate their integration into European societies.

The Fund shall contribute to the development and implementation of national integration strategies for third-country nationals in all aspects of society in particular taking into account the principle that integration is a two-way dynamic process of mutual accommodation by both immigrants and citizens of Member States.

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8 SEC(2008) 2626

9 15251/08 MIGR 108 SOC 668

10 [ec.europa.eu/justice\\_home/doc\\_centre/immigration/integration/doc\\_immigration\\_integration\\_en.htm](http://ec.europa.eu/justice_home/doc_centre/immigration/integration/doc_immigration_integration_en.htm). A Third edition will be published in 2010.

According to Article 3 of the Decision, the Fund shall contribute to the following specific objectives:

- Facilitation of the development and implementation of admission procedures relevant to and supportive of the integration process of third-country nationals;
- Development and implementation of the integration process of newly-arrived third-country nationals in Member States;
- Increasing of the capacity of Member States to develop, implement, monitor and evaluate policies and measures for the integration of third-country nationals;
- Exchange of information, best practices and cooperation in and between Member States in developing, implementing, monitoring and evaluating policies and measures for the integration of third-country nationals.

In addition, in accordance with Article 5 of the Decision, at the Commission's initiative, up to 7 % of the Fund's available resources may be used to finance transnational actions or actions of interest to the Community as a whole ("Community actions") concerning immigration and integration policy.

**In particular, Community actions shall:**

- Further Community cooperation in implementing Community law and good practices in the field of immigration and implementing good practices in the field of integration;
- Support the setting-up of transnational cooperation networks and pilot projects based on transnational partnerships between bodies located in two or more Member States, designed to stimulate innovation, facilitate exchanges of experience and good practice, and improve the quality of integration policies;
- Support transnational awareness-raising campaigns;
- Support studies, dissemination and exchange of information on best practices and all other aspects of immigration and integration policies, including for the use of state-of-the-art technology;
- Support pilot projects and studies exploring the possibility of new forms of Community cooperation in the field of immigration and integration and Community law in the field of immigration;
- Support the development and application by Member States of common statistical tools, methods and indicators for measuring policy developments in the fields of immigration and integration.

The annual work programme shall lay down the priorities for these actions. It will build on past experiences, in particular the pilot projects and preparatory actions for the integration of third-country nationals (INTI).

The budget available for these "Community actions" in 2009 is 6.825.000 €, with the following indicative distribution:

- Grants: 4.975.000 €
- Procurement (call for tenders): 1.850.000 €

The amount not committed under grants could be used for the benefit of procurement and the amount not committed under procurement could be used for the benefit of grants within the limits laid down in Article 3 of the Decision.

### **3 MONITORING AND EVALUATION**

The Commission will monitor the implementation of this annual programme in co-operation with Member States. All necessary measures will be taken to ensure that the financial resources are used for the intended purposes. The Commission will ensure the evaluation of this annual programme in line with the requirements of the Financial Regulation and its implementing rules.

### **4 ANNUAL WORK PROGRAMME FOR 2009 (GRANTS)**

Grants will be awarded through a general call for proposals and through attribution to a body with a de facto monopoly in accordance with Article 110 of the Final Regulation and Article 168(1)c) of its Implementing Rules.

The Community's financial support will be awarded through grant agreements.

#### **4.1 Priorities and specific objectives for 2009**

On the basis of the policy context and general objectives described above, the following **priorities** will be pursued by the Commission in 2009.

**Priority 1: Gather public and migrant perceptions and develop a more comprehensive understanding of the integration processes**

#### **Specific objectives**

- Promote knowledge and understanding of contributions that migrants make to European societies and the benefits of legal migration.
- Enhance the capacity of media to reflect the increasing diversity in the European societies and foster understanding of immigration and integration stories and processes.
- Involve the population as a whole in the managing of an increasingly diverse society, directly engaging third-country nationals and their associations in the exchange with host societies on different integration aspects, such as common values, the understanding of diverse cultures and the inter-religious dialogue.
- Encourage immigrants to be active participants in the day-to-day life of European societies giving them meaningful opportunities to play an active role and generating competences to take part in mainstreaming organisations and debates.
- Improve the capacity of public institutions to adjust to migration-related diversity, removing structural barriers against the empowerment of immigrants and strengthening intercultural competences.
- Encourage interaction between immigrants and the host population, including volunteering or mentoring schemes and measures to combat racism, xenophobia and discrimination to enhance the mutual accommodation process, in synergy with the work carried out by the Fundamental Rights Agency.

## **Priority 2 Promote integration measures targeting young population and addressing specific gender issues**

### **Specific objectives:**

- Address immigrant children and young generations of third-country nationals' specific integration challenges and needs.
- Promote knowledge and understanding of education issues of immigrant children, sharing experiences on language classes and tuition, initiatives promoting respect for diversity in the educational environment and support for teachers and parents.
- Enhance an evidence-based approach for making decisions in the best interest of immigrant children's education
- Promoting the role of women in the process of integration, as well as that of their families and children.
- Enhance information and prevention of discrimination against immigrant women and promote their autonomy in society, their training on employment opportunities, knowledge of their rights and their participation in public life.
- Explore the links between family reunification legislation and integration of third-country nationals

## **Priority 3: Promote the role of civil society organisations and the local authorities in shaping integration strategies**

### **Specific objectives:**

- Improve the role of consultative bodies and the representation of civil society organisations in defining, implementing and evaluating immigrants' integration policies.
- Enhance the effectiveness of dialogue platforms to have an impact on decision-making processes.
- Promote knowledge and understanding of integration processes taking place at the local level
- Enhance the exchange of information among relevant stakeholders responsible for integration measures at the regional and local level.

## **4.2 Grants to be awarded through a general call for proposals**

Grants will be awarded through a general call for proposals

### **4.2.1 Expected results**

Selected proposals must have foreseen and described expected results that could fall within one of the following categories:

- Knowledge and understanding of contributions that migrants make to European societies and the benefits of legal migration promoted.

- Capacity of media to reflect the increasing diversity in the European societies fostered.
- Participation of third-country nationals, including in particular women, increased.
- Training programmes developed.
- Immigrant children and young generations of third-country nationals' integration improved.
- Immigrants' integration indicators developed and improved.
- Databases created.
- Knowledge of specific integration related issues enhanced.
- Knowledge of good practices and their transferability in other contexts improved.
- Good practices, new schemes and tools on third-country nationals' integration also to be linked with the European Website on Integration tested.
- Integration of third-country nationals as a dynamic, two-way process of mutual accommodation by all immigrants and citizens of Member States enhanced.
- Frequent interaction between immigrants and Member States' citizens promoted.
- Number and groups of immigrants involved in the formulation of integration policies and in consultative bodies or fora of participation in the local life increased.
- Comparative research and studies carried out (including at regional and local level where relevant).
- Number of innovative pilot projects implemented increased.
- Increased number of good practices identified and shared.
- New integration models identified, developed and diffused.
- Trans-national networks and dialogue platforms involving immigrants and stakeholders supported.
- Empowerment of immigrants promoted.
- Multi-stakeholder co-operation, such as between governmental and civil society actors promoted.
- Understanding of immigration and integration issues across the EU increased.
- Integration of immigrant children and young generations of third-country nationals improved.
- Immigrant women's integration facilitated.

#### **4.2.2 Target population**

In accordance with Article 1 of the Decision establishing the European Fund for the Integration of third-country nationals, the target population is third-country nationals legally residing in the EU Member States.

Third-country nationals who are on the territory of a third country and who are complying with specific pre-departure measures and/or conditions set out in national law including those relating to the ability to integrate in the society of this Member State fall also within the scope of the Decision establishing the European Fund for the Integration of third-country nationals

Asylum seekers, refugees and beneficiaries of subsidiary protection are not covered by the European Fund for the Integration of third-country nationals as they fall under the European Refugee Fund.

### **4.2.3 Achieving complementarity**

To ensure the consistency of the Community's response to the integration of third-country nationals, actions financed under the Fund should be specific and complementary to actions financed under the European Refugee Fund and the structural funds, in particular the European Social Fund.

### **4.2.4 Procedure for project selection, implementation and type of expenditure**

#### *4.2.4.1 Implementation and type of expenditure*

Actions in the areas described under this chapter will be implemented through awarded grants pursuant to a public call for proposals. Grants will not exceed a maximum of 80% of the total eligible costs of the action proposed.

#### *4.2.4.2 Procedure for project selection review*

- The call for proposals is open to:
  - national, regional and local authorities, Non Governmental Organisations, public or private bodies (including university departments, research centres) registered in any of the 26 Member States participating in the European Fund for the Integration of third-country nationals (Belgium, Bulgaria, Cyprus, Czech Republic, Estonia, Germany, Greece, Spain, France, Hungary, Ireland, Italy, Luxembourg, Netherlands, Latvia, Lithuania, Malta, Austria, Portugal, Poland, Romania, Slovakia, Slovenia, Finland, Sweden and the United Kingdom);
  - international organisations.
- The call for proposals is open to the above-mentioned organisations working on a non profit basis and with proven experience and expertise in the fields covered, taking into account their respective competences.
- Proposals may include partners and participants from Denmark and third countries, but the costs for their participation may not be covered by the Community contribution and must be financed entirely by non-Community resources.
- Proposals must include partners from at least **5 different Member States participating in the European Fund for the Integration of third-country nationals**. The Member State where the applicant is registered counts for the compliance with the minimum number of Member States required.
- Proposals must be submitted by a legal person, i.e. the coordinator, who carries out the project with at least **four other distinct and independent legal persons**.

The selection procedure will be as follows:

- The call for proposals for 2009 will be published in July 2009 in order to complete the selection process by January 2010. The Commission will take the necessary measures to publicise information on the call, as well as the conditions and deadlines for submission of proposals.
- The Commission will register all proposals submitted. It will send an acknowledgement of receipt to the parties concerned.
- The Commission will then examine the proposals on the basis of pre-established exclusion, eligibility, selection and award criteria as announced in the call for proposals, and will draw up a list of selected projects. Where appropriate, this will be carried out with the assistance of independent experts recognised for their competence.
- The Commission will inform each applicant of the final decision taken, including reasons for rejection or non-eligibility, and of the next steps, and will set in motion the procedures necessary for preparation of the grant agreements (this includes dialogue with the beneficiaries concerning any necessary technical and financial adjustments, as well as all the procedures relating to expenditure commitments).

The co-financing of an action under this annual work programme shall be exclusive of any other financing by another programme financed by the budget of the European Union.

The Commission will keep the common Committee "Solidarity and Management of Migration Flows" established by Article 52(2) of Decision No 573/2007/EC of the European Parliament and of the Council informed of the financial assistance granted under the Programme (amount, duration, breakdown and beneficiaries).

#### **4.2.5 Budgetary implications**

##### *4.2.5.1 General*

Project financing will be based on the principle of co-financing. If the amount awarded by the Commission is less than the amount requested by the applicant, it is up to the latter to reduce the total cost of the proposed project, while maintaining the main objectives and expected outputs, or alternatively find the additional amount needed. In case that the total cost of the project is to be reduced, this will be the subject of an adjustment to be made in agreement between the applicant and the Commission.



#### *4.2.5.2 Financial provisions (for grants)*

The indicative total amount available for grants for "Community Actions" in 2009 to be awarded through call for proposals is 4.580.000 €.

#### *4.2.5.3 Amount of grants*

The amount of grant per project cannot exceed 80% of the total eligible costs. The necessary co-financing must be assured at the date of the application. Community funding per project will not exceed 750.000 € nor be less than 200.000 €.

The amount granted will be proportional to the estimated eligible cost of the project and will be reduced proportionally when the actual eligible costs are less than the total estimated costs. This will be confirmed in the grant agreement.

The Commission will determine the maximum amounts of financial assistance to be awarded, based on the budgetary availability.

The duration of projects should not exceed 18 months.

Should the project be selected for support, a grant agreement will be signed between the selected beneficiary and the European Commission. This agreement is a standard agreement, and its terms and conditions may not be altered or be subject to negotiation.

#### *4.2.5.4 Payment conditions*

The grant shall normally be paid under the following conditions:

- Pre-financing, representing 25 to 50% of the amount of the grant awarded upon signature of the grant agreement by the last of the parties;
- If the Commission considers it necessary, based on the financial accounts of the applicant, it may request a financial guarantee for an amount equivalent to the amount of pre-financing granted;
- Other pre-financing representing 25% of the amount of the grant awarded, upon receipt and approval by the Commission of a progress report, including a financial report evidencing that at least 70% of previous pre-financing payments has been used up by the final beneficiaries, together with a request for payment;
- The balance upon receipt and approval by the Commission of the final technical and financial implementation reports, together with a request for payment.

## **4.2.6 Exclusion, Eligibility, Selection and Award criteria**

### *4.2.6.1 Exclusion criteria*

The applicant organisation involved in the project must not be in one of the situations listed in Articles 93 and 94 of Council Regulation n°1605/2002 of 25 June 2002 on the Financial Regulation applicable to the budget of the European Union<sup>11</sup>.

### *4.2.6.2 Eligibility criteria*

In addition to meeting **all technical requirements** which will be detailed in the Call for Proposals, projects must meet the following criteria:

- Applications must be submitted within the deadline mentioned in the call for proposals.
- Actions should be designed, developed and implemented in at least five participating Member States;

### *4.2.6.3 Selection criteria*

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

They must have the professional competencies and qualifications required to complete the proposed action or work programme and have expertise in the field of immigration and integration.

### *4.2.6.4 Award criteria*

The Commission will select the proposals achieving the highest score following evaluation according to the award criteria set out below, taking into account the funds available.

- The extent to which the proposed action is relevant to the priorities for 2009 defined in section 4.1. above;
- The clear transnational dimension and the number of Member States covered by the project;
- The innovative nature of the action and its relevance for European policy and added value;
- The clarity and pertinence of the project's objectives;
- The thoroughness, appropriateness and feasibility of the approach, methodology, activities, timeframe and organisation;
- The usefulness of the expected results;
- The dissemination of results, lessons learned, acquired know-how;
- The sustainability of the project and/or its results after termination of the grant (where relevant) or measures proposed to ensure adequate follow-up of project

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<sup>11</sup> OJ L248 of 16/09/2002, page 1, as amended.

- outputs. Follow-up may not consist only in conferences and/or website dissemination;
- The adequacy of the forecast budget and the value for money.

#### **4.2.7 Indicative timetable**

Publication of call for proposals:	July 2009
Deadline for submission of proposals:	October 2009
Processing, translation and evaluation of projects: 2010	October 2009 – January
Selection of projects:	February 2010
Award decision:	March 2010
Commitments and grant agreements:	as of March 2010

A grant may be awarded for an action which has already begun only where the applicant can demonstrate the need to start the action before the agreement is signed. In such cases, expenditure eligible for financing may not have been incurred prior to the date of submission of the grant.

#### **4.3 Grant awarded to a body in a de facto monopoly**

Grants can be awarded to national public administrations (bodies with a de facto monopoly) in the context of the Presidencies of the European Union for the organisation of conferences and other events. A grant for the organisation of the Ministerial Conference on Integration during the Spanish Presidency will be awarded pursuant to Article 110 of the Financial Regulation and to Article 168(1) (c) of its Implementing rules. As Presidency, the beneficiary is in a position of de-facto monopoly.

The expected results are the identification of political priorities and the continuation of political debate in the field of integration.

The maximum Community contribution should not exceed 250.000 €. The amount of the grant cannot exceed 80% of the total eligible costs.

The duration of the action should not exceed 6 months.

#### 4.4 Contribution agreement with an International Organisation

In accordance with Article 53d of the Financial Regulation and Article 43 of the Implementing Rules, the appropriations used in joint management with international organisations shall finance projects or programmes jointly elaborated between the Commission and the international organisation.

The OECD will draft a study concerning indicators on integration of third-country nationals. A database and joint publication on indicators of integration of immigrants and their children in the economy and society of their countries of residence will be produced.

The Commission will contribute with a maximum of 145.000 € and a maximum of 55%.

The OECD will start working on the study during the second semester of 2009.

### 5 ANNUAL WORK PROGRAMME FOR 2009 (SERVICE LEVEL AGREEMENT AND PROCUREMENT)

#### 5.1 Amount

The indicative amount allocated to service level agreement and service contracts is **1.850.000 €**

#### 5.2 Service level agreement

*Type and subject of contracts*

##### **5.2.1 Publication and distribution of the Handbook on Integration for policy makers and practitioners – one volume including the three editions of the Handbook**

- The objective is to publish **one volume gathering the three editions of the Handbook**. The purpose of the Handbooks is to collect, interpret and evaluate best practices on integration of third-country nationals, which are discussed and exchanged in technical seminars organised in EU Member States. Operative conclusions and recommendations, illustrated with examples of best practices, have emerged and can support policy makers and practitioners, allowing for sharing of information and good practices at EU, national, regional and local level. The Handbook on Integration has

become one of the key components of the common European framework for integration. The first edition of the Handbook was published in November 2004 and a second edition in May 2007. The third edition will be published in 2009/2010.

- **Timetable:** a service level agreement with OPOCE will be used during the second semester of 2009.

### 5.3 Procurement

*Type and subject of contracts*

#### 5.3.1 *European Website on Integration (EWSI)*

- The first contract for the EWSI will end in June 2009, with a launching of the EWSI in April 2009. The necessary resources must be allocated for the EWSI to function properly as a tool for all stakeholders in the field of integration. It was decided to externalise the content and technical management of the EWSI. The Commission will still be involved in the procedure of selecting the content as well as in the relevant committee of the EWSI.

The contract must cover the costs of the team in charge of selecting and updating the content of the EWSI (including a large team of country coordinators) as well as the costs of the technical/IT management.

For this new contract for which the call for tenders was launched in April, the Phase I (first year) was covered by the Annual Work Programme 2008. If the Commission decides so, Phase II (second year) will be implemented and will be covered by the Annual Work Programme 2009.

- **Timetable:** the decision to implement Phase II will be taken at the end of Phase I, during the second semester of 2010.

#### 5.3.2 *European Integration Forum*

- **Two meetings** are foreseen to be held in Brussels, one in the first semester of 2010, the second one in the second semester of 2010. Preparatory work for these conferences (including meetings of a coordination 'Bureau') is also foreseen.

For all the aspects of the organisation of these two events, the Commission will make use of the services provided by an external contractor through an existing framework contract.

As stated in the Communication from the Commission on 'A Common Agenda for Integration: Framework for the Integration of third-country Nationals in the European Union' of September 2005 (COM (2005) 389) and in the following Council Conclusions of December 2005, the Commission will convene an European Integration Forum to assemble a range of stakeholders active in the area of integration at EU level. On the basis of the outcomes of the "build up" phase, which consisted in a preparatory conference held on the 29th and 30th of April 2008, the Commission convened the first meeting of the forum on 20th and 21st April 2009. A second plenary session (covered by 2008 Annual Work Programme) is foreseen to take place at the end of 2009.

- **Timetable:** a framework contract of DG JLS will be used for the organisation of the two conferences. The contracting will be done during the second semester of 2009 and beginning of 2010.

### **5.3.3 *European modules for integration practitioners***

- The elaboration of the Handbooks and series of technical seminars have provided a European infrastructure for the exchange of information and practice and mutual learning on a wide range of themes and integration governance issues.

Building on this framework, the Commission, in collaboration with NCPIs, will develop European modules for integration practitioners.

In the June 2007 Council Conclusions, Ministers called the NCPIs and the Commission to examine the added value of developing such modules as a full project in the light of experience at national levels with introduction courses, the involvement of the host society, promoting the participation of immigrants in local life and various other aspects of the integration process. Commission Staff working document of October 2008 developed the proposal further and considered modules to be a flexible tools for policy makers and practitioners when designing specific integration programmes. In the November 2008 Conclusions of the Council and of the Representatives of the Governments of the Member States concerning integration policies in the European Union, modules are considered among the priorities to be addressed for the future.

Modules will enhance the mutual learning process, systematise and operationalise existing expertise, get more value out of the existing European standards from the Common Basic Principles and the EC legal framework, and produce a toolbox for policy improvement.

The call for tender and contract must cover both high level expertise on integration and specific topics dealt with and technical assistance for the management of the process from a relevant team of experts, including researchers and practitioners. Tenderer would need to put forward a proposal for elaboration of the modules based inter alia on technical

seminars to be organised by the tenderer, involving National Contact Points on Integration and various other stakeholders and experts. All phases of action should be taken into account: development (conceptual phase – setting standards, benchmarks), implementation (application) and impact assessment (evaluation, monitoring, peer review). There is a need for strong dissemination strategy and a need to ensure political commitment.

- **Timetable:** a call for tender will be launched during the second semester of 2009