

## Tackle

**Promote the emergence of young activism  
against discrimination and structural racism in  
Europe**

## **FREQUENTLY ASKED QUESTIONS**

### **Call for project proposals**

Promoting actions to fight racial discrimination and  
structural racism

Submission of proposals: by **18 May 2025** at the following address:  
[propositions@asf.be](mailto:propositions@asf.be)

## **1. PROJECT**

### **1.1 In which language should the project be written?**

The concept note and all documents related to the complete project proposal can be written in French and English.

### **1.2 What are the submission deadlines?**

The concept note, along with all required documentation, must be sent no later than 18 May 2025 to the following email address: [propositions@asf.be](mailto:propositions@asf.be)

### **1.3 What documentation must be provided?**

- The concept note ([available here](#));
- Extract of entity registration;
- Tax certificate and a copy of the project leader's status;
- Bank details
- Report of the managed budget in 2024.

If the project is pre-selected, the applicant will be contacted to complete the application. In this case, they will be sent and asked to complete a project narrative, a logical framework document and a budget proposal.

## **2. FINANCIAL SUPPORT**

### **2.1 What is the amount of the financial support?**

Project budgets are expected to range between EUR 45.000 and EUR 60.000 per project.

### **2.2 Who is the contractual party of the funding? In what currency will the financing be transferred? Where will the transfer be made from?**

The contractual entity of the funding is Avocates Sans Frontières (ASF). The transfer will be made in euros from the ASF Head Office in Brussels.

### **2.3 What will be the frequency of payments? What will be the percentage of each transfer?**

The grant will be paid in tranches following the submission of narrative and financial reports by the association and their approval by ASF. In order to encourage effective support and capacity building for organisations whose projects have been selected, the amount and timing of payments will be determined on a case-by-case basis (bimonthly to half-yearly) for each project and defined in a grant agreement.

## **3. ELIGIBILITY OF EXPENSES**

### **3.1 What is the distribution of eligible costs?**

For the preparation of the final budget, the distribution of costs should be approximately 30% for human resources costs and at least 30% for activities.

Dedicated staff costs are eligible provided that they do not exceed 30% of the grant amount. As a guideline, staff costs must be allocated equally to the partners and not just to the lead partner. Direct costs linked to the activities must represent at least 30% of the amount of the grant.

### **3.2 Is it possible to include full-time employees in the project, with social security and employers' contributions covered? How many employees can be included in the project?**

Yes, the proposal may include one or more full-time or part-time employees. Their number, function and working hours must match the needs of the proposed project.

The costs associated with salaries, wages and employers' contributions can be covered by the project and must be included in the "Human Resources" section of the proposed budget (after the preselection of the project).

### **3.3 Can members of the association be recruited as employees for this project?**

Active members of the association may be recruited as employees. Dedicated staff costs must not exceed 30% of the grant amount.

### **3.4 What expenses are eligible under this grant?**

Expenditure eligible for funding under the proposed project must be:

- incurred during the period of implementation of the action
- necessary for carrying out the project, reasonable, justified and in line with the project's goals
- included in the final budget approved by the selection committee following the instruction phase.

Non-exhaustive examples of eligible expenses within this call for proposal are:

- Costs of staff working in the project
- Travel and accommodation costs for staff taking part in the project and for activity participants
- Purchases of equipment for the project, such as office or IT equipment
- Rental costs
- Costs of supplies
- Costs arising from service contracts.

[Click here](#) to find out which types of costs can be included.

## **4. ELIGIBILITY OF APPLICANTS**

### **4.1 Which entities can postulate?**

Civil society: grassroots associations, associations working with grassroots associations, groups, movements and collectives.

Particularly encouraged are entities run by and/or working for and with people with a migration background, diaspora, racialised people, bipoc, LGBTIQ+, women, young people.

### **4.2 What are the eligibility criteria for entities applying for this call?**

The following eligibility criteria are mandatory and, if they are not met, constitute an exclusion criterion for grant applications:

- be legal persons or an entity with legal personality
- be non-profit-making
- be a Civil Society Organization (CSO) or an association of CSOs

- be established in a Member State of the European Union<sup>1</sup> or in Tunisia and Morocco
- be neither a beneficiary of a grant (neither lead, nor co-applicant, or affiliated entity) nor associates or contractors in the frame of the DEAR 2022 call for proposals
- not have the financial, administrative or operational capacity to compete directly for EU funding under DEAR 2022 call for proposals.

#### **4.3 Does the country of intervention of the project have to be the same of the country where the entity is registered?**

Although activities are to be implemented in the target countries of this call - Spain, France, Belgium, Netherlands, Italy, Tunisia and Morocco - applicants may come from a Member State of the European Union, Tunisia or Morocco.

#### **4.4 Can the same entity apply with two different projects as lead applicant?**

The lead applicant may only submit one application as lead applicant under this call for proposals. The lead applicant may simultaneously be a co-applicant or affiliated entity at the same time under this call. The overall maximum budget of which an entity may be a beneficiary may not exceed 60 000 euros.

A co-applicant/affiliated entity may not be the co-applicant or affiliated entity in more than one application per lot under this call for proposals.

### **5. PARTNERSHIPS**

#### **5.1 Is there a minimum or maximum number of organizations required in a partnership?**

No, there is no maximum or minimum number of partners in a project.

#### **5.2 Is a contribution required to be a project partner? If so, to what extent?**

Each partner must contribute to the project. There is no constraint on the contribution amount, but it must be substantial.

#### **5.3 Who is responsible for budget management within the partnership?**

The lead applicant will receive the project grant and be responsible for its financial management. The lead partner will fund the partners for their activities while ensuring personnel and administrative costs are allocated fairly among all partners.

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<sup>1</sup> Austria, Belgium, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden.

To be determined on the basis of the organisation's statutes, which should demonstrate that it has been established by an instrument governed by the national law of the country concerned and that its head office is located in an eligible country. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation, even if the statutes are registered locally or a 'Memorandum of Understanding' has been concluded.