

## **Eligibility criteria and nomination of competent authorities in the Joint Actions 2019**

### **Introduction: what is a joint action (JA) in the context of the Third EU health Programme?**

A joint action is a collaborative action among countries participating in the EU Health Programme (participating countries) to develop, share, refine and test tools, methods and approaches to specific health issues, and engage in capacity building in key areas of interest.

Due to its clear Union added value, a Joint Action is co-financed by the European Commission and the participating competent authorities.

### **1. Criteria for financial contribution from the EU budget to actions co-financed with Member State authorities (Joint Actions)**

#### **Eligibility criteria**

According to the [Health Programme Regulation](#)<sup>1</sup>, grants may be awarded to fund:

actions having a clear Union added value co-financed by the competent authorities that are responsible for health in the Member States or in the third countries participating in the Programme, or by public sector bodies and non-governmental bodies acting individually or as a network, mandated by those competent authorities;

Beneficiaries eligible for such grants<sup>2</sup> are "legally established organisations, public authorities, public sector bodies, in particular research and health institutions, universities and higher education establishments."

Implementing process:

Member State and third countries participating in the programme are invited to nominate **one** competent authority responsible for the implementation of the action on their behalf.

Competent authority means the authority responsible for health or for a specific health topic including any body to which that competence has been conferred (e.g. regional authorities).

The nomination should confirm that:

- the nominated entity is a competent authority responsible for a specific health topic;
- the nominated entity and the entities affiliated to it are eligible to participate on behalf of the respective member state/third country and under its responsibility in the action.

#### **Selection criteria**

##### Financial capacity

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

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<sup>1</sup> Article 7 (2.a) of regulation (EU) No 282/2014 of the European parliament and of the Council of 11 March 2014 on the establishment of a third Programme for the Union's action in the field of health (2014-2020)

<sup>2</sup> Article 8 (1) of the same regulation

### Operational capacity

Applicants must have the professional resources, competences and qualifications required to complete the proposed action.

### **Award criteria**

#### Contribution to public health in Europe (10 points, threshold: 7 points)

Sub-criteria taken into account in the assessment:

- quality of the Joint Action's contribution to public health in Europe;
- consideration of social, cultural and political context.

#### Technical quality of the proposal (10 points, threshold: 6 points)

Sub-criteria taken into account in the assessment:

- quality of the evidence base;
- quality of the content;
- innovative nature, technical complementarity and avoidance of duplication of other existing actions at EU level;
- quality and relevance of the actions with regard to promoting the dialogue with NGOs in the field;
- quality of the evaluation strategy and plan;
- quality of the dissemination strategy and plan.

#### Management quality of the proposal (10 points, threshold: 6 points)

Sub-criteria taken into account in the assessment:

- quality of the planning and appropriate task distribution to implement the Joint Action,
- relevance of the organisational capacity, including financial management,
- quality of the partnership.

#### Overall and detailed budget (10 points, threshold: 6 points)

Sub-criteria taken into account in the assessment:

- budget's relevance to the activities;
- consistency of the estimated cost per applicant and the corresponding activities;
- realistic estimation of person days per deliverable and per work package;
- appropriate budget allocated for evaluation and dissemination activities.

## **2. Role of the nominated competent authorities**

Each country participating in the EU Health Programme is invited to nominate one competent authority, which will become the grant beneficiary and be responsible for the implementation of the action on its behalf.

The competent authority manages and carries out the Joint Action together with the coordinator (lead competent authority for the joint action) contributing with their own funding and ensuring that the objectives of the joint action are met.

The nominated competent authority may involve in the grant under its responsibility other participants, such as affiliated entities, subcontractors and collaborating partners. Their names shall be indicated by the competent authorities when submitting the proposal, together with the activities they will perform.

### 1) Entities affiliated to the nominated competent authority:

Affiliated entities are *"entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in article 136 (1) and 141 (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"*<sup>3</sup>.

Affiliated entities in the public sphere covers:

- The different levels of the administrative structure in case of **decentralised administration** (e.g. national, regional or local administrations).
- **Public sector bodies** (e.g. national institutes or schools for public health or national research centres) which are formally established organisations and are (at least in part) publically funded to deliver a public or government service. They are mandated by the competent authority to participate in the joint action.

### What is **not** an affiliated entity?

- Entities that have entered into a (procurement) contract or subcontract with the competent authority (beneficiary), or who act as concessionaires or delegates for public services for the beneficiary.
- Entities that cooperate with the beneficiary on the basis of a memorandum of understanding or share some assets.

While affiliated entities do not sign the grant agreement, they actively contribute to the implementation of the action. Costs incurred by such entities will be accepted as eligible costs.

### 2) Subcontractors

These are entities subcontracted by the nominated competent authorities for the purpose of providing special expertise to the joint action. It should be noted that coordination and other essential tasks cannot be subcontracted.

Subcontracting must comply with the rules in force regarding public procurement.

### 3) Collaborating stakeholders or partners

The nominated competent authorities must also identify and select the civil society organisations active at EU level that can make the most valuable contribution to the joint action, e.g. significantly increasing the technical and scientific content of the joint action, as well as its relevance for different users in the Union.

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<sup>3</sup> Article 187 of the Financial Regulation 2018/1046 of 18 July 2018

If identified, these organisations from civil society will be invited to participate in the JA meetings as collaborating stakeholders and/or participate in advisory structures, for which costs may be reimbursed.

Collaborating stakeholders have no contractual relationship, nor do they receive any EU funding.

### **Eligibility checks**

After the submission deadline, nominations will be verified to ensure that the eligibility criteria are fulfilled.

Chafea reserves its right to assess the regularity of the nomination procedure and to carry out checks. During this process, Chafea may request supporting documents, such as legal act establishing the nominated organization.

### **Submission of nominations via EU Survey website**

The submission of the competent authority nominations shall be done through the EU Survey website following this link:

<https://ec.europa.eu/eusurvey/runner/JA2019>.

The password is: **JA2019!**

The instructions and the form are available on EU Survey website.

There are two steps to follow:

#### **Step 1 - Instructions and completion of the nomination form:**

The editable .pdf template of the nomination form should be downloaded, completed, printed and signed by the nominating authority, normally the Ministry of Health or Health Board.

The editable .pdf template has a limited number of characters; all filled fields should be visible and readable before signature.

#### **Step 2 - Submission of the nomination form:**

In this step, you should complete a short online registration form consistently with the completed .pdf nomination form. Upload the scanned signed version of the latter and submit the nomination.

**In case you need assistance, please contact: [CHAFEA-HP-JA@ec.europa.eu](mailto:CHAFEA-HP-JA@ec.europa.eu)**

### **Privacy and data protection policy**

Participation in the Joint Action will involve the collection, use and processing of personal data (such as name, address and CV). This data will be processed in accordance with Regulation No 2018/1725. It will be processed by Chafea solely for the purpose of evaluating the proposal and subsequent management of the grant (e.g. list of participants of the Joint Action and share data among those participants) and, if needed, programme monitoring, evaluation and communication with DG Health and Food Safety, National Focal Points and maybe published on the Chafea website. Details are available in the [privacy policy pages of the European Commission](#).