



EUROPEAN COMMISSION
CONSUMERS, HEALTH, AGRICULTURE AND FOOD EXECUTIVE AGENCY
Health and Food Safety Unit

ELIGIBILITY CRITERIA AND NOMINATION OF COMPETENT AUTHORITIES IN THE JOINT ACTIONS 2020¹;

1. 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.

2. CRITERIA FOR FINANCIAL CONTRIBUTION FROM THE EU BUDGET TO ACTIONS CO-FINANCED WITH MEMBER STATE AUTHORITIES (JOINT ACTIONS)

Joint action grants may be awarded without calls for proposals².

The Joint Actions have to take into account the outcomes of past actions funded by the Health Programme on similar topics. Joint Actions shall take account of the outcomes of ongoing negotiations of a legislative nature.

Eligibility and award criteria

Eligibility criteria

Under Article 195(d) of the Financial Regulation, grants may be awarded without a call for proposals to:

- bodies identified by a basic act as beneficiaries or to
- bodies designated by Member States, under their responsibility, where those Member States are identified by a basic act as beneficiaries.

¹ https://ec.europa.eu/health/funding/adoption_workplan_2020_en

² Grant to be awarded without a call for proposals under Article 195(d) of the Financial Regulation

Under Article 7(2)(a) of the Programme Regulation (Regulation 282/2014), grants may be awarded for actions with clear EU added value that are co-financed by:

- authorities responsible for health in the Member States or other participating countries; or
- public sector bodies and non-governmental bodies, as referred to in Article 8(1) of the Programme Regulation³, acting individually or as a network, mandated by those competent authorities.

Member States' and other participating countries' authorities will be invited to nominate one competent authority⁴ responsible for implementing the action on their behalf. The nomination should confirm that:

- the nominated entity is a competent authority; and
- the nominated entity and its affiliated entities⁵ are eligible to participate in the action on behalf of the country concerned and under its responsibility.

The competent authorities should identify and select the civil society organisations active at EU level that can make the most valuable contribution to the action. Those organisations will be invited to join the action as collaborating partners and/or participate in advisory structures.

Selection criteria

- financial capacity – applicants must have stable and sufficient sources of funding to maintain their activity throughout the activity period and to participate in its co-financing⁶; and
- operational capacity – applicants must have the professional resources, competences and qualifications required to complete the proposed action.

³ Under Article 8(1), grants for actions referred to in Article 7(2)(a) may be awarded to legally established organisations, public authorities, public sector bodies (in particular, research and health institutions, universities and higher education establishments).

⁴ A 'competent authority' is a Member State's or participating country's authority responsible for health or a specific health topic, or any other authority on which that competence has been conferred.

⁵ 'Affiliated entities' are entities that satisfy the eligibility criteria, do not fall within one of the situations referred to in Articles 136(1) and 141(1) and 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.

⁶ The financial capacity of public bodies and international organisations will not be subject to verification.

Award criteria

- contribution to public health in Europe (10 points, threshold: 7 points):
 - quality of joint action's contribution to public health in Europe; and
 - consideration of social, cultural and political context;
- technical quality (10 points, threshold: 6 points):
 - quality of evidence base;
 - quality of content;
 - innovative nature;
 - technical complementarity and avoidance of duplication with other EU-level actions;
 - quality and relevance with regard to promoting dialogue with NGOs in the field;
 - quality of evaluation strategy and plan; and
 - quality of dissemination strategy and plan;
- management quality (10 points, threshold: 6 points):
 - quality of planning and appropriate task distribution;
 - relevance of organisational capacity, including financial management; and
 - quality of partnership; and
- comprehensive and detailed budget (10 points, threshold: 6 points):
 - budget's relevance to activities;
 - consistency of estimated cost per applicant and corresponding activities;
 - realistic estimate of person-days per deliverable and per work package; and
 - appropriate budget allocated for evaluation and dissemination activities.

3. 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.

3.1. 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"*⁷.

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.

3.2. 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.

⁷ Article 187 of the Financial Regulation 2018/1046 of 18 July 2018

3.3. 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.

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.

4. 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.

5. 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/JA2020>

The password is: **JA2020!**

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

6. 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 on Chafea's [Data Protection](#) page.