



Call for proposals

EYE2027 – Coordination of EYE Village and Music Programme

EP-COMM-SUBV-2026-EYE-VILLAGE

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CALL FOR PROPOSALS

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1. Introduction

This is a call for proposals in order to award two action grants in the field of communication. The procedure will be managed by the Directorate General for Communication of the European Parliament (EP) in line with Regulation 2024/2509 ([EU Financial Regulation](#)), including Article 207 relating to financial support to third parties.

The objective of the call is the selection of two organisations for respectively:

1. Design, implement, communicate and coordinate the **outdoor programme of EYE2027 (European Youth Event 2027)**.
2. Design and implement a **music programme** involving artists between 16 and 30 years old, selected through a competition.

Both actions will take place in the EYE Village next to the European Parliament in Strasbourg during the EYE2027 in May 2027 (date to be confirmed).

Applicants may submit a proposal for only one of the two actions (outdoor programme of EYE2027 or the music programme). A single applicant is therefore entitled to submit one proposal in total.

This call for proposals is open to all applicants complying with the criteria described in the sections below. This call for proposal targets **pan-European umbrella youth and civil society organisations**. For the purpose of this call, a pan-European umbrella organisation shall mean a non-profit entity coordinating or representing a network of legally established member organisations across at least 18 EU Member States

Two grant agreements will be signed with **two organisations**, that have submitted an action proposal and have been selected for funding based on the criteria described in the sections below. The grant agreement will define the precise subject and the conditions for implementation of the action covered and the maximum amount to be granted by the European Parliament.

You are invited to carefully read the **call documentation** on the Funding & Tenders Portal Topic page, and in particular this Call Document, the Model Grant Agreement, the [EU Funding & Tenders Portal Online Manual](#)¹ and the Guide for Applicants².

¹ EU Funding & Tenders Portal Online Manual: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/om_en.pdf

² Guide for Applicants: <https://www.europarl.europa.eu/contracts-and-grants/files/grants/media-and-events/2025/en-guide-for-applicants-2025.pdf>

These documents provide clarifications and answers to questions potential applicants may have when preparing their applications:

The Call Document (present document) outlines the:

- background, objectives, role of the beneficiaries and activities that can be funded and the main principles of the EYE Village (sections [2](#));
- action proposals (section [3](#));
- available budget and timetable (sections [7](#) and [8](#));
- admissibility and eligibility conditions, criteria for financial and operational capacity and exclusion (sections [9](#), [10](#) and [11](#));
- evaluation and award procedure (section [12](#));
- award criteria (section [13](#));
- legal and financial set-up of the Grant Agreements (section [14](#)).

The Online Manual outlines the:

- procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal');
- recommendations for the preparation of the application.

The Guide for applicants provides:

- detailed annotations on all the provisions in the Grant Agreement a selected beneficiary will have to sign in order to obtain the grant (including cost eligibility, payment schedule, accessory obligations, etc.).

Please also consult the Annexes to this call for proposals (section [17](#)) for detailed information.

2. Background, Objectives and General Principles of the Action

2.1 Background: The EYE (European Youth Event) and EYE Activities

Every two years, the EYE (European Youth Event)³ brings together **thousands of young people** from across the European Union and beyond, right at the heart of **European democracy**. The EYE is a **unique opportunity** for 16- to 30-year-olds **to inspire and get inspired**, to **debate** directly with Members of the European Parliament and other European decision-makers, and to **exchange views** with experts, activists, and content creators.

The EYE programme is composed of activities inside the European Parliament and outdoor activities in the EYE Village. A large part of the programme is co-created with youth and civil society organisations, ensuring their wide representation and a plurality of views.

The EYE has been organised by the European Parliament since 2014. The seventh edition is planned for May 2027. It should attract between 5,000 and 6,000 young people over two days.

³ All information on the European Youth Event is available at www.EYE2027.eu

2.2 Objectives of the actions object of the call for proposals

The various activities organised inside the European Parliament and outside in the EYE Village form together a cohesive experience for EYE participants. The two actions of this call described in the introduction aim to:

- Create a platform for European decision-makers and Members of the European Parliament (MEPs) to engage with young European citizens and youth multipliers (youth organisations, educators, content creators);
- Offer young people opportunities to learn about European democracy as the foundation of the EU and about the key role of citizens and civil society organisations in the democratic process;
- Encourage young people to become active citizens and engage in European democracy.

The **first action**, which covers the **design, implementation, communication and coordination of the programme of the EYE Village**, should pursue the following specific sub-objectives:

- Empower youth and civil society organisations in the process of co-creation and co-organisation of the EYE Village (through the organisation of a selection procedure to run part of the outdoor activities in the EYE Village);
- Leave a lasting impression among the EYE2027 participants of the relevance of EU decisions on their lives and of feeling European, by ensuring a strong European dimension in the programme;
- Encourage the EYE participants to generate and develop ideas for the future of Europe and to increase their active involvement with the EU in the future;
- Encourage the EYE participants, especially those with fewer opportunities, or belonging to vulnerable groups, to become more active citizens and to stay in touch with the European Parliament.

The **second action**, which covers the **design and implementation of a music programme** involving artists between 16 and 30 years old should pursue the following specific sub-objectives:

- Offer a music programme that brings together EYE participants and local youth in a festive and friendly atmosphere;
- Support emerging artists from the European Union;
- Encourage EYE participants and local youth to discover new emerging artists from the European Union;
- Raise awareness on the contribution of music to the construction of a more integrated European Union.

2.3 Main principles

The outdoor and the music programme in the EYE Village should be organised according to the following principles, in line with the EYE visual identity guidelines (see Annex I) and designed to be accessible and inclusive (see Annex II).

1. Youth Participation and Co-Creation

The events must be co-designed with the active involvement of young people. This includes consulting them on the topics to be addressed, formats to be used, and the selection of speakers, as well as incorporating their ideas for the overall design of the events. The programme must be co-created with young participants, youth organisations, and civil society organisations to ensure a diverse and engaging offer that reflects young people's concerns, opinions, and beliefs. In addition, the beneficiary must also ensure that activities are delivered through interactive formats that actively engage young participants.

2. European Dimension and Political Pluralism

The topics addressed during the outdoor programme must clearly reflect a strong European dimension. This European dimension must:

- Be explicitly highlighted in the design of activities as well as in the communication and promotion of the programme;
- Reflect and promote the fundamental values of the European Union, as enshrined in Article 2 of the Treaty on European Union and the EU Charter of Fundamental Rights;
- Ensure the active presence of Members of the European Parliament in the EYE Village programme;
- Guarantee political pluralism and balance, showing different political perspectives from various governance levels (local, regional, national, and European);
- Include different perspectives, fostering opportunities for entities that do not usually have the chance to address or have a presence within European institutions.

3. Sustainability and inclusiveness

The EYE contributes to the achievement of the Sustainable Development Goals as defined by the United Nations by looking for solutions to the global challenges that young people face, including poverty, inequality, climate change, education, peace and justice. The EYE strives to promote equality, inclusiveness and sustainability with a strong commitment to accessibility for everyone. In order to make the outdoor programme and the music programme sustainable, the EYE has a sustainable development policy with targets linked to economic, environmental and social dimensions. The EYE obtained ISO20121 certification for sustainable event management for the 2021 and 2023 editions, and the next ones, though no longer aiming for certification, will aspire to the same level of sustainability (see Annex III).

3. Action proposal for the Outdoor programme of EYE2027

3.1 Role of the beneficiary

The European Parliament is looking for a beneficiary that will be in charge of the design, implementation, communication and coordination of the outdoor programme of EYE2027.

In this context, the beneficiary will be responsible for the following activities:

- Designing a two-day programme for the outdoor programme in the EYE Village;
- Selecting youth and civil society organisations to co-create the outdoor programme (80% of the proposed activities) by organising selection procedures and awarding financial support for these activities;
- Creating and organising up to 20% of the activities of the outdoor programme;

- Coordinating and implementing the outdoor programme in the EYE Village in close collaboration with the European Parliament and its logistics contractor;
- Developing communication actions before, during and after the event.

3.2 Design of the outdoor programme of EYE2027

The beneficiary will be in charge of designing, implementing, communicating and coordinating the outdoor activities in the EYE Village, in line with the EYE principles, engaging during two days between 5,000 and 6,000 young people⁴ aged between 16 and 30.

Maximum 20% of the outdoor programme activities should be organised by the beneficiary themselves.

At least 80% of the outdoor programme activities should be run by pan-European youth and civil society organisations selected.

The number of activities for the EYE Village should be proportionate to the number of participants and include activities for bigger and smaller audiences.

Activities must have a European dimension. All activities must be politically neutral or balanced. EYE activities are non-commercial: sponsorship from private companies is not allowed.

The activities should combine various formats. Activities will be diverse, combining exchanges of ideas on various topics with artistic performances highlighting the cultural diversity of Europe. To foster creative thinking and engagement, the topics should be discussed in various formats, such as panel discussions, workshops, artistic performances and other interactive formats.

3.3 Selection of youth and civil society organisations to co-create the outdoor programme

At least 80% of the outdoor activities in the EYE Village should be co-created with young participants and youth and civil society organisations to offer a diverse and rich programme that reflects young people's concerns, opinions and beliefs and creates engagement. To this end, the beneficiary should organise selection procedures, to be defined in the application, aimed at youth and civil society organisations and award them financial support for the implementation of outdoor activities in the EYE Village.

Financial support to third parties is allowed under the conditions stated in this document and in Article II.12 of the grant agreement and must be explicitly mentioned in the application.

For the EYE2027 edition, the recipients of financial support (sub-grantees) must be pan-European umbrella organisations representing at least 2/3 of the EU Member States or pan-European organisations that have not participated in the EYE2025 edition as sub-grantees.

⁴ As the maximum capacity of the European Parliament in Strasbourg is 4,500 people, the EYE Village should accommodate all the participants that are not inside the EP building at any given time during EYE2027. The EYE Village should therefore be able to welcome 500-1000 participants in activities at the same time in peak hours.

Applicants should include in their proposals the description of the financial support to third parties including the following elements:

a) Objectives and results to be obtained

The financial support to third parties should be dedicated to support activities of the outdoor programme of EYE2027 organised by youth and civil society organisation in line with the same **objectives** offset out in the call for proposals.

In their proposal, applicants should describe how the objectives and results to be achieved by the third parties with the financial support are aligned with the objectives of the actions object of the call.

b) Type of financial support

The financial support to third parties may take the form of sub-grants (including a lump sum) following a call for proposals or other selection procedure, prizes awarded following a contest, and other financial contributions.

c) Types of activities

In their proposal, applicants should define a **fixed and exhaustive list of the different activities** for which third parties may receive financial support.

The financial support provided to third parties shall cover, as a minimum:

- **(i) Costs related to the organisation and implementation of activities** carried out by the third party within the framework of the EYE Village.
- **(ii) Travel and subsistence allowance (accommodation and per diem)** related to participation in EYE2027 in Strasbourg. Travel and subsistence support shall cover the participation of activity organisers as well as a group of participants ranging from a minimum of 10 to a maximum of 20 persons per third party. The conditions for awarding financial support for travel and subsistence shall comply with the ceilings set out in Annex XII.

d) Amount of financial support and criteria

In their proposal, applicants must indicate the **maximum amount of financial support** to be granted for each third party that in any case cannot exceed EUR 20.000 (unless the applicant can justify in their application that is necessary to achieve the objectives set out in the call for proposals) and the **criteria for determining the exact amount** of the financial support.

In their proposal, applicants should define the most suitable financial arrangements for the activities to be organised by the recipients of financial support.

Where financial support is provided in the form of **lump sums**, applicants must clearly define:

- the activities and cost categories (equipment costs, travel and subsistence costs, other goods and services, subcontracting, etc) covered by each lump sum;
- the methodology used to calculate the lump sum amounts;
- the conditions for payment (e.g. linked to outputs, milestones, or full completion of activities).

e) Target recipients

In their proposal, applicants must reflect the following criteria for the selection of sub-grantees:

- Eligibility criteria

In order to benefit from financial support, the recipients must fulfil the following conditions:

- be established in one EU Member State;
- be a non-profit entity or equivalent according to the national legislation;
- be without partisan political affiliation;
- comply with ethical principles and respect the democratic values of the European Union as laid down in Article 2 of the Treaty on European Union.

- Compliance with EU values

As a condition for receiving financial support, applicants shall:

- submit a signed declaration on honour confirming respect for EU democratic values and fundamental rights;
- confirm that they do not promote or support actions, ideologies or practices that are contrary to democracy, the rule of law, fundamental rights or human dignity;
- confirm that they are not involved in activities inciting hatred, violence or discrimination.

Failure to comply with these requirements shall result in exclusion from the selection process.

- Categories of eligible recipients (Pan-European dimension)

Eligible applicants of financial support must fall under one of the following categories:

(i) Pan-European umbrella youth organisations with broad geographical representation, composed of member organisations established and actively operating in at least **two-thirds of EU Member States (currently at least 18 Member States)**. This requirement is justified by the objective of ensuring broad geographical coverage and representation of young people across the European Union in the EYE Village activities.

(ii) Pan-European youth organisations that did not participate in the EYE2025 edition as sub-grantees. This category aims to foster diversity by encouraging the participation of new youth organisations.

For the purpose of assessing compliance with Category (i), representation across Member States must be ensured through formally established member organisations forming part of the applicant's membership or governance structure.

Such representation shall not be based solely on *ad hoc* partnerships, cooperation agreements, or other temporary or contractual arrangements.

Applicants may be required to provide supporting evidence of their membership structure, including statutes, membership lists, and proof of activities in the relevant Member States.

- Additional provisions

Financial support may be provided to affiliated entities of the applicant provided it is justified in order to reach the objectives of the call for proposals. In this case, the affiliated entities will be considered as recipients of financial support and not as sub-grantees.

Agreements between entities or consortia are not allowed and cannot be beneficiaries of the financial support

f) Selection procedures

In their proposal, applicants must clearly detail the **methodology** of procedures to be organised for selecting the recipients of financial support, including **the criteria for giving financial support**. These criteria should correspond to the objectives set out in the call for proposals.

Applicants may use their own procedures provided that they comply with the principles of proportionality, sound financial management, equal treatment and non-discrimination.

Additionally, the following conditions have to be fulfilled:

- Applicants must use diverse communication tools and channels to ensure outreach to potential recipients. The open call and selection process must be published widely (including on the beneficiary's website);
- Applicants for financial support must be informed of call updates, including any call deadline changes, and of the outcome of the selection procedures (list of selected projects, amounts and names of selected recipients);
- The selection procedures must ensure geographic balance;
- The selection procedures should encourage diversity (i.e., wide representation of views and beliefs, cultural diversity of Europe, social and ethnic background, etc.), gender balance and inclusiveness;
- The selection procedures should ensure the inclusion of entities and different ideas, fostering opportunities for entities that do not usually have the chance to address or have a presence within European institutions;
- The selection procedures must include an eligibility check related to compliance with ethical principles and EU democratic values. Applicants failing to meet this requirement shall be excluded from the selection procedure;
- The selection procedure must guarantee full autonomy of the sub-grantee in the design of the activities proposed for EYE2027;
- Applicants must ensure transparency and equal treatment and prevent conflicts of interests during the entire award procedure;
- Applicants should take appropriate measures to mitigate the risk of double funding.

Ex ante validation

Prior to the launch of any call for proposals or selection procedure leading to the award of financial support to third parties, the beneficiary shall submit to the European Parliament for validation:

- the draft call documentation (including eligibility and award criteria and their weighting);
- the detailed selection methodology and scoring system;
- the composition and role of the evaluation committee, including the procedure for its appointment and the measures ensuring transparency and impartiality;
- the conflict-of-interest prevention and mitigation measures.

Procedural compliance check

The list of proposed recipients of financial support shall be submitted to the European Parliament **prior to signature of sub-grant agreements**, together with the supporting documentation demonstrating compliance with the eligibility conditions and selection criteria of the call, for the sole purpose of verifying compliance with the applicable rules, principles, procedures and selection criteria as published.

The European Parliament may request the beneficiary to remedy any identified procedural irregularity.

g) Implementation

In their proposal, applicants must describe a **methodology for the management** of the sub-grantees and their contribution throughout the entire duration of the support, including a procedure to check the implementation of the activities and communication actions by the sub-grantees, suitable financial arrangements and payment modalities of the financial support, as well as of sound financial management and risk mitigating measures.

The beneficiary is responsible for the proper use of the funding by the sub-grantees and must ensure that they comply with certain obligations set out in Article II.12 of the grant agreement (e.g., absence of conflict of interests, visibility obligation, record keeping, etc.).

In particular, the beneficiary of the EU grant must ensure that the sub-grantees allow the European Parliament, the European Anti-Fraud Office (OLAF) and the Court of Auditors to exercise their powers of control on documents, information, even stored on electronic media, or on the final recipient's premises.

The beneficiary must ensure that the above-mentioned obligations are accepted by the recipient of financial support and included in the call conditions or contractual arrangements. In order to fulfil this obligation, it is recommended that the beneficiary imposes contractual arrangement on the recipients.

The beneficiary has to keep appropriate records of the financial support to third parties and supporting documents to prove the eligibility of costs (i.e., proof that the recipients falls within the category defined, proof of receipt of the funds by the third party, proof of performance of the funded activities).

3.4 Coordination and implementation of the outdoor programme in the EYE Village

The beneficiary will be in charge of the coordination of the outdoor programme in the EYE Village in close collaboration with the European Parliament and its logistics contractor.

This will combine various steps, including:

- taking part in site visits and workshops about the site of the EYE Village in Strasbourg together with the European Parliament and its contractor (monthly as of February 2027);
- coordinating and organising a site visit for the sub-grantees of the EYE Village in Strasbourg;
- providing titles and descriptions for all activities of both the beneficiary and the sub-grantees;
- providing the remaining logistical needs of both the beneficiary and the sub-grantees;
- providing the names of speakers of both the beneficiary and the sub-grantees;
- coordinating the smooth implementation of the programme during the event.

The European Parliament reserves the right to organise its own activities in the EYE Village and to invite partners to do so as well (such as other European Institutions, the United Nations or the Municipality of Strasbourg). This includes stands or institutional tents for the entire duration of the event.

3.5 Communication about the EYE

Communication plan

The beneficiary will prepare and implement a communication plan that will support the European Parliament in communicating about the event to the target audience and promote the EYE Village programme as part of EYE2027. The beneficiary must ensure that its own communication plan is in line with the EYE principles and objectives set out in the call.

The actions of the communication plan should aim to:

- inform young people about EYE2027 and the opportunities to take part in a consistent, inclusive and accessible way;
- support and complement the European Parliament's main EYE2027 communication plan by using an agreed narrative in line with the overall narrative, to create a cohesive and coherent promotion for the entire event;
- promote the main EYE website and social media channels and propose a few collaborative posts for these channels;
- reach maximum outreach and participation in the preparation phase, during and after the event;
- offer young people opportunities to engage online before, during and after the event (co-creation actions, competitions, idea sharing);
- raise participants' awareness regarding all relevant information about the programme, topics, speakers and logistical details;
- promote the event as organised for and by young people.

The draft communication plan should provide an overview of foreseen communication actions, planned by the beneficiary as well as the sub-grantees⁵, as well as the channels and media strategy foreseen (own, earned and paid), and the proposed materials to be designed and produced.

⁵ The financial support provided to youth and civil society organisations should therefore not only cover the mere organisation of activities of the outdoor programme of EYE2027, but also the communication about them.

The actions should be split into three sections: before the event, during the event and after the event, and should be accompanied by an estimated budget and a retro-planning including design, production and timeline.

The updated version of the communication plan of the beneficiary including all above listed elements must be submitted to the European Parliament by the end of November 2026, and the final version by the end of March 2027.

a) Before the event

The beneficiary should organise communication actions to contribute to the promotion of the EYE2027 call for participants, with a special focus on attracting the following types of participants⁶ to the EYE:

- youth groups and other civil society organisations from vulnerable backgrounds and/or more remote regions. The grant beneficiary should identify and encourage them to register for the event and, possibly, also contribute to the outdoor programme with their own activities;
- participants for whom this will be the first contact with other Europeans and the European institutions.

The proposal should include how the applicant aims to achieve this objective, focusing on the groups identified above.

b) During the event

The beneficiary should organise actions to contribute to the promotion of EYE2027 and of the outdoor programme, using diverse strategies and different channels. The beneficiary should implement communication activities to advertise the event, generate and increase public engagement, and increase attendance at EYE2027 activities.

Actions could include for example: production and distribution of promotional videos, live coverage of the event, organic and paid promotion on social media of the beneficiary and sub-grantees, and cooperation with local press and media, as well as content creators. The beneficiary and sub-grantees are expected to promote EYE2027 on their websites, social media channels and newsletters.

c) After the event

The beneficiary should organise communication actions to promote the outcomes of EYE2027.

EYE branding and communication guidelines

The beneficiary is expected to align with the European Parliament youth offer visual identity guidelines (see Annex I), and should not create their own event brand book or visual guidelines. All visual elements and communication material should be in line with the European Parliament's communication and visual guidelines (such as colour palette,

⁶ The beneficiary will take into account the Inclusive Communication Guidelines developed by the European Parliament and presented in Annex II of this call.

typography or narrative) and use the European Parliament's logo. More detailed guidelines on co-branding will be shared with the beneficiary after the signature of the grant agreement. The design and layouts of communication material will have to be checked and approved by the European Parliament before they are sent to production.

Information on the beneficiary's programme and partnership with the European Parliament will be uploaded to the EYE website and promoted on the EYE social media channels.

All communication material must be inclusive, acknowledge diversity and appeal to the target group. The beneficiaries are encouraged to apply the European Parliament's inclusive Communication Guidelines (see Annex II).

The communication material produced by the beneficiary should be available in at least three languages (English, French, German). Translation to other languages such as Italian, Polish or Spanish will be an added value of the proposal.

3.6 Location of the EYE Village

The site of the EYE Village, in the vicinity of the European Parliament, will be defined in collaboration with the municipality of Strasbourg, and will be confirmed in autumn 2026.

At this stage, two possible locations are under consideration. The descriptions below are **indicative only** and provided to support applicants in designing proposals that are **flexible and adaptable** to different spatial configurations.

- **Area in the immediate vicinity of the European Parliament**

A first option concerns the area close to the main entrance of the European Parliament, between Boulevard de Dresde and Allée du Printemps, along Rue Lucien Febvre and the Parliament forecourt. Preliminary planning suggests the potential for:

- up to 8 tents:
 - 6 tents with a capacity of approximately 50 seated participants each;
 - 1 tent with a capacity of approximately 76 seated participants;
 - 1 tent with a capacity of approximately 100 seated participants;
- approximately 5 stands accommodating around 10 standing participants each;
- a stage area with a pit capacity of approximately 450 to 1100 standing participants.

This option may also include a chill-out area composed of two tents (with indicative capacities of approximately 50 and 30 seated participants, respectively), with an overall capacity of around 200 people.

All capacities and configurations are indicative and subject to confirmation and authorisation.

- **"Île des sports" area**

A second option concerns the "Île des sports" area, which was used during EYE2025 (see Annex IV for the EYE2025 Village plan). This site may be extended to include the swimming pool car park, the nearby football field, and the square in front of the Parliament's accreditation and security building.

The final perimeter and configuration of this site will be confirmed at a later stage.

- **General requirements applicable to both options**

Applicants are expected to design activities that can be implemented in either of the above site configurations.

In particular:

- Activities should be organised in a way that ensures a balanced use of the site, avoiding excessive concentration of participants in a single area;
- Proposals should demonstrate flexibility in spatial design, crowd management and logistics, taking into account varying layouts and capacities;
- The use of a stage for specific activities during the day may be envisaged, subject to applicable authorisations and compliance with local noise and security requirements.

3.7 Action's milestones

The below planning of the action's milestones is indicative, and might be subject to updates following discussion with the beneficiary:

01/10/2026	(Programme) Submission of first detailed proposals of activities organised by the beneficiary
01/10/2026	(Selection of sub-grantees) Submission of the draft call documentation (including eligibility and award criteria) for EP validation before publication by the beneficiary
02/11/2026	(Programme) Submission of final titles and descriptions/texts of activities organised by the beneficiary
26-27/11/2026	(Coordination) Site-visit in Strasbourg, including a workshop between the grant beneficiary, the European Parliament and the logistics contractor on sustainability, logistics, programme and communications
30/11/2026	(Communication plan) Deadline to submit the updated communication plan
30/11/2026	(Selection of sub-grantees): submission of the list of proposed recipients of financial support for EP compliance check prior to signature of sub-grant agreements
15/12/2026	(Programme) Submission of proposals of activities organised by sub-grantees
01/02/2027	(Programme) Submission of final titles and descriptions/texts of all activities organised by the beneficiary and the sub-grantees in English
01/03/2027	(Programme) Deadline to add all speakers' names, titles, organisations to the programme in English
31/03/2027	(Communication plan) Deadline to submit the final communication plan
May 2027	(Coordination & Implementation) European Youth Event
30/09/2027	(Sustainability) Report on data collected

3.8 Collaboration with the European Parliament

3.8.1 Support provided by the European Parliament to the beneficiary

The European Parliament is in charge of the overall set-up, design and lay-out of the EYE Village. This includes:

- basic logistics (stages, tents, modular furniture, audio-visual equipment, WI-FI, etc.), provided in coordination with the beneficiary and in accordance with the needs of the outdoor programme. The beneficiary will have to provide any other (small) equipment strictly related to the activities organised in the EYE Village (such as stationery, flags, tablets, etc.);
- visual elements (signposting, maps and plans, screensavers);
- liaising with the national and local authorities to obtain the necessary permits for the EYE Village;
- security and safety, notably through the provision of security agents.

Other forms of EP support include:

- a team of volunteers that will be deployed to ensure a fluid flow of participants;
- an online platform that will allow participants to register for the event and book their activities;
- liaison with MEPs who could be interested in the programme;
- sign-language interpretation for selected activities;
- official EYE website in 6 languages (EN, FR, DE, ES, IT and PL) and a social media community on Facebook and Instagram, where the EYE programme and all useful information about the event are provided and participants can interact with each other for practical questions related to their participation;
- a code of conduct applicable to the whole event, including the outdoor programme, and the presence of a Trusted person, a professional mediator available onsite.

3.8.2 Collaboration expected from the beneficiary

The outdoor programme of EYE2027 will also include some activities organised by European Parliament services and other public institutions at European or national level. These activities will be under the responsibility of the European Parliament's EYE project team.

It is therefore essential that the outdoor programme proposed by the beneficiary is fully integrated into the overall programme of the EYE2027. In order to achieve this coherence between activities, the beneficiary will work closely with the European Parliament's EYE project team. Regular meetings (at least twice a month) should take place as of the starting date of the action, both in Brussels or Strasbourg, with the EYE project team and its contractor responsible for the logistics, in order to ensure the good co-creation and co-design of the programme as well as the coordination of the activities in the EYE Village. For this, the beneficiary should foresee in its planning regular missions to Strasbourg ahead of the event (usually during the plenary sessions of the European Parliament).

The beneficiary will have to make sure that, together with the sub-grantees it selects, it complies with all relevant security and safety rules applicable both in France and in the European Parliament.

4. Action proposal for the Music programme of EYE2027.

The purpose of the music programme is to complement the outdoor programme of the EYE2027, by offering activities that create cultural understanding and acceptance through music, regardless of their language, culture or background. Music provides a universal framework for learning values, appeals to a wide audience and contributes to the development of the soft skills needed for responsible citizenship.

This action aims to contribute to the achievement of the objectives set out in [Section 2.2](#).

Proposals must include a music programme consisting of one evening concert of at least two hours on each day of the event, featuring young emerging artists (16–30 years old) who reside in the European Union. The possibility of programming an additional evening concert the day before the start of EYE2027 should also be considered. The programme should be diverse in terms of both music style and geographical origin of the artists.

The selection of the artists should be done by running an online contest to create the musical programme and lead to the award of the prizes outlined below.

The contest should allow:

- Artists residing in the European Union to submit their (original) music in the form of music videos and/or audio tracks on a dedicated and secured platform;
- Young people to vote for their favourite artists and determine, thereby, the winners of the contest.

The winners of the contest should perform at EYE2027. The beneficiary will ensure the coaching/facilitation of the winners as well as on site coordination and chaperoning when necessary.

The implementation of the concerts at EYE2027 will be supported by the EYE logistics contractor, in charge of the set up and equipment. Regular meetings should take place with the EYE project team and its contractor responsible for the logistics, in order to ensure good preparation and coordination of needs for the EYE Village concerts.

The prizes awarded to artists selected following the music contest must respect the following ceilings:

- Maximum EUR 700 per artist;
- Maximum EUR 3,500 per band.

Other costs related to the participation in the musical contest and the musical programme during EYE2027 are excluded from the prize and shall be paid separately as financial support to each artist (e.g. travel and accommodation costs, others costs associated with the performance in the EYE Village).

The financial support for travel costs and subsistence costs to attend the EYE2027 should not exceed the ceilings set in Annex XII of the call.

Communication

The beneficiary will prepare and implement a communication plan that will support the European Parliament in communicating about the event to the target audience and promote the EYE Village music programme as part of EYE2027. The grant beneficiary must ensure that its own communication plan is in line with the EYE principles and objectives of the call.

In the event the beneficiary wishes to propose a name for the music programme, it must follow the format 'at EYE2027'. All communication materials should use this name, alongside the European Parliament and organiser logo.

EYE branding and communication guidelines

The beneficiary is expected to align with the European Parliament youth offer visual identity guidelines (see Annex I) and should not create their own event brand book or visual guidelines. All visual elements and communication material should be in line with the European Parliament's communication and visual guidelines (such as colour palette, typography or narrative) and use the European Parliament's logo. More detailed guidelines on co-branding will be shared with the beneficiary after the signature of the grant agreement. The design and layouts of communication material will have to be checked and approved by the European Parliament before they are sent to production.

Information on the grant beneficiary's programme and partnership with the European Parliament will be uploaded to the EYE website and promoted on the EYE social media channels. Therefore, the grant beneficiary is not required to create their own event website or social media channels.

All communication material must be inclusive, acknowledge diversity and appeal to the target group. Grant beneficiaries are encouraged to apply the European Parliament's inclusive Communication Guidelines (see Annex II).

5. Sustainability and Accessibility of the actions

5.1 Sustainability

Sustainability is one of the most important issues for young people nowadays. Therefore, the European Parliament aims for the EYE to set the standard for sustainable event management at the European level.

For the next editions of the EYE, the European Parliament will build on the certification obtained for EYE2021 and EYE2023, remaining in the spirit of ISO 20121 even though the European Parliament will no longer seek certification. Sustainability is not just about being "green" however, besides environmental measures, it also covers economic and social ones, such as accessibility and inclusivity (see Annex III).

Numerical targets will be set in relation to certain environmental, economic, and social sustainability elements of the EYE2027. In order to measure performance and impacts of the event, the beneficiary may be asked to collect and provide data the key event metrics, including carbon emissions (in particular those linked to transport of persons: participants, speakers, staff of the beneficiary and the sub-grantees) and number of local partners.

It should be noted that the European Parliament is registered under the [EMAS and ISO 14001 environmental management standards](#), and that it strives to measure and reduce the environmental impacts of all its activities, including events. The environmental impacts of the EYE2027 will therefore be included in the performance metrics and reporting (including in public documents) of the European Parliament's environmental management system.

5.2 Accessibility

Activities in both categories should be widely accessible and attractive to young people:

- coming both from across Europe and the Strasbourg region;
- irrespective of their age, intellectual capacity or health/level of fitness.

6. Impact of unforeseen circumstances on the implementation

The beneficiary can assume that the next EYE edition will maintain its key characteristics and will host close between 5,000 and 6,000 participants.

However, should it become necessary due to health measures, security threats or other unforeseen circumstances, **the European Parliament might decide to reduce the scope of the on-site event in Strasbourg**. The reduction of the size of the event could affect the number of participants and/or the activities envisaged. Logically, the activities originally envisaged by the beneficiary will have to be reviewed and scaled down, and this may have an impact on the amount included in the Grant Agreement.

Moreover, the President of the Parliament may be forced to adopt exceptional measures on the grounds of the preservation of public health or security threats. These measures could include the postponement or the cancellation of the events. This situation will be considered as *force majeure*, and the relevant provisions of the Grant Agreement will apply.

7. Available budget

The maximum budget available for this call is **EUR 300,000**.

Specific budget information per topic can be found in the table below.

Topic	Topic maximum budget	Number of proposals to be funded
Action 1: Coordination of the outdoor programme of EYE2027	EUR 235 000	1 proposal
Action 2: Music Programme	EUR 65 000	1 proposal

The European Parliament reserves the right not to award all available funds or to redistribute them between the call priorities, depending on the proposals received and the results of the evaluation.

8. Timetable and deadlines of the call for proposal

Timetable and deadlines	
Call opening:	07/05/2026
Deadline for submission:	11/06/2026 (17.00 CET)
Evaluation:	June 2026
Information on evaluation results:	July 2026
Grant agreement signature:	August 2026
Implementation of the action:	September 2026 – October 2027

9. Admissibility of project proposals

Proposals must be submitted before the **call deadline** (see *timetable 8*).

Proposals must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System (accessible via the Topic page in the [Search Funding & Tenders](#) section). Paper submissions are NOT possible.

Proposals (including annexes and supporting documents) must be submitted using the forms provided *inside* the Submission System (NOT the documents available on the Topic page — they are only for information).

Proposals must be **complete** and contain all parts, annexes and supporting documents **at the time of submitting the proposals**. Failure to submit annexes indicated as mandatory will lead to the inadmissibility of the proposal (without further consideration).

The Application Form consists of:

- Part A (to be filled in directly online) — contains administrative information about the participant and the summarised budget for the project. (Mandatory);
- Part B (to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system) — contains the description of the proposed action. (Mandatory);
- Activity form for Outdoor programme of EYE2027(to be uploaded); (Mandatory);
- Key Performance Indicators (KPI) (to be uploaded); (Mandatory);
- Detailed budget table (to be uploaded); (Mandatory);
- Other annexes and supporting documents (to be uploaded in the format requested in the application form and indicated on the Portal Submission System).

At proposal submission, the legal representative will have to confirm that (s)he has the **mandate to act** for the applicant (and its affiliates, if any). Moreover, applicants will have to confirm that the information in the application form 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 grant, each beneficiary will have to confirm this again by signing a declaration on honour.

The application must be **legible, accessible and printable**.

Proposals are limited to **50 pages**. Evaluators will not consider any additional pages.

The European Parliament may ask the applicant at a later stage to provide further documents (*for legal entity validation, financial capacity check, bank account validation, affiliated entities, etc.*).

Mandatory annexes and supporting documents (directly available in the Submission System) are mentioned in the application form (Annexes VIII and VIII.I to this call for proposals).

 For more information about the submission process (including IT aspects), consult the [Online Manual](#)

10. Eligibility

10.1 Eligible participants

The actions supported under this call are **mono-beneficiary actions**. This means that there is one legal entity applying for a grant. Proposals submitted by consortia of partners are not eligible.

To be eligible for a grant, applicants (and their affiliated entity, if any) must be able to demonstrate that they are:

- A non-profit making organisation⁷;
- A private legal person constituted and registered as a legal entity for at least three years at the time of application;
- A legal person registered in one of the Member States of the European Union;
- A legal person with no political affiliation⁸;
- A pan-European umbrella youth or civil society organisation as defined in this call for proposals⁹.

Affiliated entities may take part in the action and declare eligible costs under the following conditions:

⁷ 'Non-profit organisation' means a legal entity that is by its legal form non-profit making or has a legal or statutory obligation not to distribute profits to its shareholders or members. Profits have to be reinvested in the same activity of the entity (or in research activities).

⁸ Political affiliation means membership of or close association with a political party.

⁹ As defined in the section 1, for the purpose of this call, a pan-European umbrella organisation shall mean a non-profit entity coordinating or representing a network of legally established member organisations across at least 18 EU Member States.

- they are established as legal entities;
- have a legal or capital link with applicants;
- which is neither limited to the action nor established for the sole purpose of its implementation (e.g. members of networks, federations, trade unions);
- they meet the eligibility and non-exclusion criteria;
- its participation is justified to reach the objectives of the call for proposals.

Supporting documents proving the legal link between the applicant and the affiliated entity – if not provided with the application – will be requested during the evaluation phase of the application.

Beneficiaries and affiliated entities, if any, must register in the [Participant Register](#) and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in the action, such as affiliated entities, subcontractors and recipients of financial support.

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

The European Parliament may ask an applicant to provide additional information or to clarify the supporting documents submitted.

10.2 Non-eligible participants

The following entities are not eligible: natural persons, international organisations, EU bodies, universities and schools, public authorities and profit-making entities.

In line with the non-political affiliation criteria (see [section 10.1](#)), entities would be declared ineligible if Members of the European Parliament (MEPs):

- hold executive functions on their administrative Board or any other executive body of their organisation, or
- act as the legal representative of their organisation.

The same applies for entities that qualify as a political party active at European, national, regional or local level, as well as for their youth organisations or foundations.

EU restrictive measures – special rules apply for certain entities (e.g. entities subject to EU restrictive measures under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, subcontractors or recipients of financial support from third parties (if any).

The European Parliament may request supplementary explanations and (or) documentary evidence on the compliance with the restrictive measures from an applicant at any moment of the procedure.

10.3 Eligible Member States

Entities from all EU Member States are eligible.

10.4 Eligible activities

Eligible activities are the ones set out in the sections [3](#) and [4](#) of this document. Proposals will only be considered eligible if their content corresponds, wholly or in part, to the activities described in these sections.

Projects should comply with the principles of the EYE.

10.5 Ethics

Proposals must comply with ethical principles and applicable EU, international and national law and may not have a military focus nor be against the democratic values of the European Union.

11. Financial and operational capacity and exclusion

11.1 Financial capacity

Applicants must have **stable and sufficient sources** of finance to maintain their activity throughout the period during which the action is being carried out and, where appropriate, to participate in its funding. The analysis of the financial capacity will be based on neutral financial indicators allowing in particular, the assessment of financial dependency on EU funding and the liquidity of the applicant.

As a minimum requirement, applicants should have an average turnover/income in the last financial year of 100 % of the total estimated cost of the action.

The applicant's financial capacity will be assessed on the basis of the following supporting documents:

- A financial statement (including the balance sheet, the profit and loss accounts and the annexes) for the last financial year for which accounts have been closed;
- The Restructured Simplified Accounting Balance Sheets and Profit and Loss Accounts duly filled in (template available in the Submission System).

11.2 Operational capacity

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

This capacity will be assessed on the basis of the competence and experience of the applicants and their project teams, including operational resources (human, technical and other) or, exceptionally, the measures proposed to obtain it by the time the task implementation of the action starts.

Applicants for both action categories (Outdoor programme of EYE2027 and music programme) will have to show their capacity via the following information in the Application Form and supporting documents.

For **both** the outdoor programme of EYE2027 and the music programme:

- ✓ At least three years' proven communication experience as a multiplier, able to mobilise wider networks with an explicit aim to connect with and empower young people;
- ✓ Human resources whose competencies and qualifications are relevant to the organisation of an event as described above. This will notably include:
 - very good communication skills in English and French (minimum requirement is B2 based on the Common European Framework of Reference for Languages of the Council of Europe)¹⁰;
 - sound knowledge in European affairs (at least one project or activity must have been carried out in partnership with an EU Institution or body in the last four years);
 - project management experience (proven capacity to manage projects of that scope based on projects and activities performed in the last four years).

For the outdoor programme of the EYE2027:

- ✓ Proven experience in organising events (or at least activities at similar events) for at least 1000 young participants (16–30 years old) coming from different EU Member States.

For the Music Programme of the EYE2027:

- ✓ Proven experience in organising music contests for young artists aged 16–30 coming from different EU Member States.

In order to prove the above, applicants must submit the following supporting documents:

- curriculum vitae or description of the profile of the people primarily responsible for managing and implementing the action;
- the organisation's annual activity report for the three last years;
- a list of previous projects and activities performed in the last three years and connected to the actions to be carried out.

The European Parliament may ask an applicant to provide additional information or to clarify the supporting documents submitted.

Proposals that fail to meet the financial or operational criteria will not be examined further.

¹⁰ More information on this Framework can be found on the website of the Council of Europe:
<https://www.coe.int/en/web/common-european-framework-reference-languages/table-1-cefr-3.3-commonreference-levels-global-scale>

11.3 Exclusion

Applicants which are subject to **EU administrative sanctions** (i.e. exclusion or financial penalty decision)¹¹ or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts);
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts);
- guilty of grave professional misconduct¹² (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant);
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant);
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision making or control, beneficial owners or persons who are essential for the award/implementation of the grant);
- guilty of irregularities within the meaning of Article 1(2) of Regulation No [2988/95](#) (including if done by persons having powers of representation, decision making or control, beneficial owners or persons who are essential for the award/implementation of the grant);
- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision making or control, beneficial owners or persons who are essential for the award/implementation of the grant).

Applicants will also be refused if it turns out that¹³:

- during the award procedure they misrepresented information required as a condition;
- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

¹¹ See Article 138 of EU Financial Regulation 2024/2509.

¹² Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain advantage.

¹³ See Article 143 EU Financial Regulation 2024/2509.

12. Evaluation and award procedure

The proposals will have to follow the standard submission and evaluation procedure.

Proposals will be checked for formal requirements (admissibility and eligibility) and then evaluated by an **evaluation committee** for operational capacity and award criteria (see sections [11](#) and [13](#)) and then ranked according to their quality score.

All proposals will be informed about the evaluation result (**evaluation result letter**). Successful proposals with the highest scores will be invited for grant preparation; others will be put on the reserve list or rejected.

Invitation for grant preparation **does NOT constitute a formal commitment** for funding. The European Parliament still needs to make various legal checks before grant award: *legal entity validation, financial capacity, exclusion check, etc.*

If applicants have questions on the evaluation procedure, they can submit **a request for information** on the evaluation results (following the deadlines and procedures set out in the evaluation result letter).

Grant preparation will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from the applicant. It may also include adjustments to the proposal to address recommendations of the evaluation committee or other concerns. Compliance will be a pre-condition for signing the grant.

13. Award criteria

13.1 Award Criteria for the outdoor programme of the EYE2027 proposal

Proposals obtaining **60 points or less** out of a maximum 100 will not be considered for the award of a grant.

Proposals should follow the structure and content of the table below.

Proposals can be submitted in any official EU language. For reasons of efficiency, we strongly advise you to use English or French for the entire application. You should include a translation of your proposal abstract in English or French.

Structure	Content/Award Criteria	Maximum Score
I. Concept for the outdoor programme of EYE2027	• Response to main objectives of the call; • Reflection of EYE underlying principles; • Complementarity with the indoor programme; • Attractiveness for participants across Europe and Strasbourg region.	10
II. Draft outdoor programme of the EYE2027	• Indicative list of activities (including number of participants and capacity); • Types of activities, including non-formal activities; • Description of activities organised by the beneficiary (max. 20%); • List and selection criteria of speakers and moderators;	25

	Indicative list of potential sub-grantees (youth and civil society organisations).	
III. Methodology for Implementation	- Project plan with retro-planning/time schedule; - Team organisation and set-up; - Detailed budget planning (including external resources, communication actions, and travel to Strasbourg); - Monitoring and evaluation mechanisms (quality control + feedback system); - Risk management strategy; - Cooperation methodology with European Parliament and contractors (meetings in Brussels, Strasbourg, online); - Description of tasks delegated to subcontractors/affiliated entities (if applicable); - KPIs, following the indicators defined in Annex V, and justifications.	20
IV. Selection & Management of Sub-grantees	- Method for selecting and managing sub-grantees (≥80% of programme); including a methodology to ensure balanced participation of new and less-represented entities, with justification for recurring ones; - Detailed plan for managing and reporting on sub-grants; - Financial arrangements for sub-grants (including lump sums if applicable); - Minimum selection requirements (legal, financial, operational capacity).	20
V. Communication Plan	- Proposed narrative aligned with EYE identity, principles, and objectives; - List of communication materials to be created and produced; - Timeline of communication actions in full media mix (own, earned, paid) as well as traditional media, press and content creators, together with precise description of target audience and channels of communication.	15
VI. Sustainability of Proposal	- Measures to ensure the event is inclusive and accessible. - Measures to reduce the environmental impact of the event.	10

Maximum points: 100 points – Overall threshold: 60,5 points.

Proposals that pass the overall threshold will be considered for funding — within the limits of the available call budget. Other proposals will be rejected.

13.2 Award Criteria for the Music programme proposal

Proposals obtaining 60 points or less out of a maximum 100 will not be considered for the award of a grant.

Proposals should follow the structure and content of the table below.

Proposals can be submitted in any official EU language. For reasons of efficiency, we strongly advise you to use English or French for the entire application. You should include a translation of your proposal abstract in English or French.

Structure	Content/Award Criteria	Score
I. Music programme proposal	• Quality of the proposal (type of music programme proposed, formats, consistency with the objectives of cultural integration, etc.); • Creativity and diversity of the music programme (music styles and geographical origin of artists); • Capacity of the programme to foster inclusion, cultural understanding and interaction between participants and local youth; • Quality of the live experience (concerts, festive atmosphere, audience engagement); • Plan for coaching, facilitation and on-site coordination of the winning artists.	40
II. Project management and methodology	• Proposed methodology for implementing the music programme and the online contest; • Organisation of work, team roles and allocation of resources; • Detailed budget planning (including external resources, communication actions, and travel to Strasbourg); • Cooperation methodology with European Parliament and contractors; • Identification of potential risks (technical, logistical, participation-related) and proposed solutions; • Monitoring and evaluation mechanisms (KPIs such as	20

	- participation, voting rates, attendance, impact); - KPIs, following the indicators defined in Annex V, and justifications.	
III. Communication	- Proposed communication plan aligned with the overall objectives of the event (before, during and after); - List of communication materials to be created and produced; - Timeline of communication actions in full media mix (own, earned, paid);	30
IV. Sustainability of the proposal	- Measures to ensure the event is inclusive and accessible; - Measures to reduce the environmental impact of the event.	10

Maximum points: 100 points – Overall threshold: 60,5 points.

Proposals that pass the overall threshold will be considered for funding – within the limits of the available call budget. Other proposals will be rejected.

14. Legal and financial set-up of the Grant Agreements

If a proposal passes evaluation, the applicant will be invited for grant agreement preparation.

The Grant Agreement will set the framework for each grant and its terms and conditions, in particular concerning the action implementation, the provision of financial support to third parties, reporting and payments.

The Model Grant Agreement that will be used (and all other relevant templates and guidance documents) can be found on the EU Funding & Tender Portal.

14.1 Starting date and project duration

The project starting date and duration will be fixed in the Grant Agreement (*Article I.2*).

The action must be implemented between the starting date of the grant and 15 October 2027.

14.2 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 (*Article I.3*).

The grant will be an actual cost grant. This means that it will reimburse ONLY certain types of costs (eligible costs) and ONLY costs *actually* incurred by the beneficiary when implementing the proposal for your project (NOT the *budgeted* costs). In addition, for the purpose of this call for proposals, the work performed by volunteers is considered as eligible under certain conditions specified below.

Co-financing shall take the form of reimbursement of up to **80% of eligible costs actually incurred** by the beneficiary and its affiliated entities.

The non-profit rule will not apply for this call for the cases under the conditions of Article 195(3) EU Financial Regulation **2024/2509**).

Moreover, please be aware that the final grant amount may be reduced in case of noncompliance with the Grant Agreement (e.g. improper implementation, breach of obligations, etc.) and non-achievement of results measured through performance indicators.

14.3 Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Article II.19 and II.21*).

Budget categories for this call are the following:

A. Personnel costs:

A.1: employees, natural persons under direct contract, seconded persons;

A.2: volunteers (on the basis of unit costs)¹⁴. Costs for volunteers cannot represent more than 50% of the total (ineligible and eligible) costs and contributions estimated in the proposal. The grant shall not exceed the estimated eligible costs other than the costs for volunteer work;

B. Subcontracting costs – subcontracting of action tasks is subject to special rules and must be approved by the European Parliament (either as part of the proposal, during the implementation of the action through an amendment or in the final report).

Subcontracting is allowed except for the action core tasks (generally subcontracting of 30% of the total eligible cost or more will be subject to specific justification,). For more information on subcontracting please see [Guide for applicants](#)).

C. Purchase costs:

- ☐ C.1 Travel and subsistence;
- ☐ C.2 Equipment – depreciation;
- ☐ C.3 Other goods, works and services.

D. Other cost categories:

- ☐ **D.1 Financial support to third parties.**

Costs for providing financial support to third parties (in the form of grants, prizes or similar forms of support; if any) are eligible, if they fulfil the general eligibility

¹⁴ Under this call, a "Volunteer" means a person working on a non-compulsory basis for an organisation without payment.

conditions, are calculated on the basis of the costs actually incurred and the support is implemented in accordance with the conditions set out in this call for proposals (section 6.5) and in the Description of the Action (Annex I of the Model Grant Agreement which corresponds to the Application form (Part B) and Annex III of the Model Grant Agreement – Detailed Estimated Budget table).

E. Indirect costs – flat rate 7% of of incurred costs.

Specific cost eligibility conditions for this call:

- **VAT:** non-deductible VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible).
- **Volunteers costs** — For the purpose of this call for proposals, the work performed by volunteers¹⁵ is considered as eligible personnel costs in accordance with Articles 184, 189 and 194 of Regulation (EU, Euratom) 2024/2509, and shall take the form of unit costs. The amounts of the unit costs to be used by the beneficiary as the basis for declaring such eligible personnel costs are set out in the [Guide for applicants](#).

The conditions for eligibility of costs are defined in Article 189(3) of Regulation (EU, EURATOM) 2024/2509.

- Applicants are requested to include in their proposal a **civil and liability insurance** or other equivalent insurance covering their planned activities. The costs will be eligible under other goods, works and services (category C.3).
- **CFS audit costs:** for grants above EUR 60.000, the beneficiary must submit with its request for final payment a certificate on financial statement (CFS) established by an independent auditor. Costs incurred in relation to the CFS are eligible under costs category C.3. – Other goods, works or services, provided that they fulfil the general eligibility conditions.

 For more information, see the [Guide for applicants](#).

14.4 Reporting and payment arrangements

The reporting and payment arrangements are fixed in the Grant Agreement (*Article I.4*).

After signing the grant agreement, the beneficiary will receive a **first pre-financing payment** to start working on the action (float of up to 70% of the maximum grant amount). The pre-financing will be paid 30 days from entry into force of the Grant Agreement.

. The final grant amount will be calculated after assessment by the Parliament of the financial report and the eligibility of the actual incurred costs. If the total of earlier payments is higher than the final grant amount, the European Parliament will ask the beneficiary to pay back the difference (recovery).

All payments will be made to the beneficiary signing the Grant Agreement.

¹⁵ Idem 17.

Please note that beneficiaries are responsible for keeping records on all the work done and the costs declared (*Articles II.27.2*).

 For more information see the [Guide for applicants](#).

15. Help

As far as possible, applicants are invited to read and consult the following documents before addressing their questions to the European Parliament;

- ☐ [Online Manual](#)
- ☐ [Portal FAQ](#) (for general questions).

Please also consult the Topic page regularly, since the European Parliament uses it to publish call updates.

Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions should be sent to the following email address: dgcommsubvention@europarl.europa.eu and eye@europarl.europa.eu.

Please indicate clearly the reference of the call and topic to which your question relates (see *cover page*).

16. Important



IMPORTANT

- **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).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all participants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all beneficiaries and affiliated entities must be registered in the [Participant Register](#). The participant identification code (PIC) (one per participant) is mandatory for the Application Form. If your entity is not registered yet, please be reactive and provide the necessary documents as soon as possible.
- **Balanced project budget** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the action successfully (e.g. *own contributions, income generated by the action, financial contributions from third parties, etc.*).

- **No double funding** — There is a strict prohibition of double funding from the EU budget. Any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances declared to two different EU actions.
- **Completed/ongoing projects** — Proposals for actions that have already been completed will be rejected.
- **Combination with EU operating grants** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and you make sure that cost items are clearly separated in your accounting and NOT declared twice.
- **Multiple proposals** — Applicants may only submit one proposal.
- **Resubmission** — Proposals may be changed and re-submitted until the deadline for submission.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this Call Document (and the documents it refers to). Proposals that do not comply with all the call conditions 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.
- **Language** — Call documentation in another official EU language may be requested within 10 days after call publication (for the contact information, see section 15 of this document).
- **Data Protection** — The submission of a proposal under this call involves the collection, use and processing of personal data. This data will be processed in accordance with the applicable legal framework. It will be processed solely for the purpose of evaluating your proposal, subsequent management of your grant and, if needed, programme monitoring, evaluation and communication. Details are explained in the Funding & Tenders Portal Privacy Statement.
 - The controller is the EP Youth Outreach Unit in the Directorate General for Communication, Directorate for Campaigns. - e-mail: eye@europarl.europa.eu
- **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:

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

17. List of annexes to this call for proposals

Annex I	European Parliament youth offer visual identity guidelines
Annex II	Inclusive Communication Guidelines of the European Parliament
Annex III	EYE Sustainability policy
Annex IV	EYE2025 Village plan
Annex V.a	Key Performance Indicators – Outdoor programme of EYE2027
Annex V.b	Key Performance Indicators – Music programme of EYE2027
Annex VI	Activity form for the EYE Village
Annex VII	Detailed Estimated Budget
Annex VIII.a	Application Form – Outdoor programme of EYE2027
Annex VIII.b	Application Form – Music programme of EYE2027
Annex IX	Simplified Accounting Balance Sheets and Profit and Loss Accounts
Annex X	Declaration on Honour
Annex XI	Model Grant Agreement
Annex XII	Reimbursement rules of the European Parliament for speakers and moderators for EYE2025