

# ACP–EU Water Partnerships – Briefing note

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## Introduction

### ACP-EU Water Partnerships and the ACP-EU Water Facility

Lack of capacity is a major barrier to water sector development in ACP (African, Caribbean and Pacific) countries. Twinning arrangements and Public-Public Partnerships (PUPs) are a cost-effective way to transfer knowledge to and develop the capacity of water utilities, local authorities and other water organisations in developing countries. Because these are not-for-profit schemes, the beneficiary partner can develop capacity without losing ownership and local control on management.

In 2010 the EU earmarked €40 million of the ACP-EU Water Facility to support ACP-EU water partnership projects. These are not-for-profit partnerships intended to: “develop capacity in the ACP water & sanitation sector, leading to better water and sanitation governance and management, and to the sustainable development and maintenance of infrastructure”. This is an innovative initiative as a donor makes funding available specifically for not-for-profit partnerships for capacity development in the ACP region.

This represents a unique opportunity for water utilities, local authorities and other water organisations in ACP countries to develop their long term capacity for the benefit of the served communities, without facing the risks of commercial ventures. Water utilities and other potential partners from EU countries may engage in EU-funded ACP-EU water partnerships to contribute to sustainable development and the achievement of the Millennium Development Goals (MDGs) in ACP countries.

Those interested in applying for grants and participating in ACP-EU water partnerships should note that the deadline for the submission of concept notes (4 pages maximum) is **6<sup>th</sup> October 2010**.

This briefing is produced by the Public Services International Research Unit (PSIRU) at the University of Greenwich. PSIRU has been contracted by the European Commission to help organisations find partners and develop proposals, and to monitor the ACP-EU water partnerships in practice. We are circulating advice notes, producing newsletters, answering enquiries, and setting up a website where people can register, get more information about ACP-EU water partnerships, find potential partners and develop proposals.

**Legal disclaimer:**

**The information is solely the responsibility of PSIRU and should not in any way be construed as representing the views of the ACP-EU Water Facility. This information is of a general nature only and is not legally binding on either PSIRU or the European Commission.**

For more information see [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) or email [e.lobina@gre.ac.uk](mailto:e.lobina@gre.ac.uk)

## This briefing note

This briefing explains how ACP-EU water partnerships are structured, who can become a partner, and how to apply for EU funding. The briefing is structured as follows. This introduction contains a sub-section indicating where and how to find further information and help (see next page). After the introduction, a summary briefing follows. This provides an overview of the ACP-EU water partnerships programme and the application procedure. A final section is devoted to illustrating Further Details.

Some of the answers contain more detailed information than that provided in the summary briefing, so that the two sections on the summary briefing and the section on Further Details should be read together. For example, the section on Further Details elaborates on why it is important to apply for EU funding for ACP-EU water partnerships. In that sense, see the two questions on: “Why should water utilities or municipalities in ACP countries get involved?”, “Why should water utilities or municipalities in Europe get involved?”. Also, the section on Further Details indicates which ACP countries are not subject to restrictions in terms of eligibility or location of the project, and which ACP countries are. In that sense, see the question on “Are there restrictions for water utilities, local authorities or other water organisations from ACP countries who want to engage in ACP-EU water partnerships?”.

As we receive further questions, we will update this document. The updated version will be made available on the [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) website and we would like to invite you to regularly check for updates.

## Further help and information

- **The Official EC website**

- Information about the EU ACP Water Facility can be found at the official EC website: <http://ec.europa.eu/europeaid/where/acp/regional-cooperation/water>.

The €40 million fund is to be allocated via a call for proposals, with documents in English and French. **The guidelines for grant applicants and the grant application form** are available at the [call for ACP-EU water partnerships](#).

- The EC’s Helpdesk on the Call and the water facility can be contacted by email at [Europeaid-water-facility-helpdesk@ec.europa.eu](mailto:Europeaid-water-facility-helpdesk@ec.europa.eu)

- **PSIRU and [acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org)**

- You can register on the [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) website to contact other organisations, form a partnership, to receive further information, and to get help in drafting a proposal.
- You can contact PSIRU for advice on how to find partners, form a partnership, and write a concept note. Contact: [e.lobina@gre.ac.uk](mailto:e.lobina@gre.ac.uk) (+44 208 331 8476)

- **Aqua Publica Europea**

- Aqua Publica Europea is an association of public water utilities in Europe which supports the development of ACP-EU water partnerships. See [www.aquapublica.eu](http://www.aquapublica.eu), and contact [Philippe.Burguiere@eaudeparis.fr](mailto:Philippe.Burguiere@eaudeparis.fr)

## Summary briefing

### The purpose of ACP-EU water partnerships

Section 1.2 of the Guidelines for Grant Applicants describes the objectives of the ACP-EU water partnerships programme.

The purpose is to develop capacity in the ACP water & sanitation sector, leading to

- better water and sanitation governance and management, and
- the sustainable development and maintenance of infrastructure.

The aim is to transfer to ACP countries expertise, knowledge and learning from

- water & sanitation utilities,
- local authorities, and
- other water sector organisations

### EU financial support

Section 1.3 of the Guidelines for Grant Applicants is about the financial allocation provided by the European Commission. The European Commission (EC) is making €40 million available to finance not-for-profit partnerships for capacity development in the ACP Water & Sanitation Sector.

- A partnership must last for a minimum of 2 years and a maximum of 5 years.
- Each grant awarded to a partnership must be for a minimum of €250,000 and a maximum of €1,000,000.
- A grant can cover up to 75% of the costs of a partnership; the rest must be financed from other sources.
  - o The remaining amount, which cannot be less than 25% of the total costs of a project, has to be paid by the partners, either directly or through other sources than the budget of the European Commission and the European Development Fund.
  - o If a water operator or municipality who is the applicant or an implementing partner pays the salaries of staff who are seconded to work on a project, that will count towards the 25%. If non-state actors or ACP national governments acting as supporting partners pay the salaries of staff who are seconded to work on a project, that will also count towards the 25%. The salary costs of beneficiary partners do not count towards the 25%.

### The partners

Section 1.3 of the Guidelines for Grant Applicants, and in particular sub-sections 2.1.1 and 2.1.3, refer to the content of partnerships and the eligibility of applicants and partners. Each partnership must have:

- An applicant partner (there can only be one applicant), responsible for submitting the application and receiving the grant, who will provide training and/or capacity development to the beneficiary partner(s)
  - o The applicant partner must be a water and sanitation utility *or* a local authority *or* other water sector organisation from either an EU or an ACP country
- At least one beneficiary partner, which receives training and/or capacity development.
  - o The beneficiary partner(s) must be a utility or local authority or water organisation from an ACP country

- Partnerships may include other implementing partners who are involved in delivering the capacity development to the ACP counterpart
  - o These must also be a water and sanitation utility *or* a local authority *or* other water sector organisation from either an EU or an ACP country
- Partnerships may include supporting partners.
  - o These can be non-state actors (NSAs), such as civil society organisations or trade unions
  - o The EC encourages partnership projects which actively involve local NSAs
  - o Supporting partners may also be water ministries of ACP national governments
- Other organisations may also be included as associates, who are not partners
- Partners may participate in more than one proposal

### What ACP-EU water partnerships must do

Sub-section 2.1.3 of the Guidelines for Grant Applicants addresses eligible actions, while sub-section 2.1.2 and section 1.2 illustrate the general objectives and expected results of partnerships.

- The actions of a partnership must involve capacity development responding to specific needs of beneficiary partners(s) for
  - o improved water and sanitation services,
  - o improved water governance,
  - o better management of water resources and
  - o sustainable development and maintenance of water infrastructure.
- Capacity development includes:
  - o developing the *knowledge* and *competence* of individuals and organisations;
  - o developing *organisations* and/or *systems of* organisations;
  - o changing and strengthening institutional frameworks
- The EC encourages partnerships which “Contribute to developing or implementing national and regional water and sanitation strategies and programmes”, and are replicable within the country or region
- Every partnership, or project, has to deliver a ‘concrete operational result’ in terms of strengthened capacity in the ACP water and sanitation sector.
  - o This concrete operational result has to be of lasting benefit so that it can be “maintained as a permanent asset to the beneficiary partner(s) even after the end of the project implementation.”

### Range of themes

- A partnership can be concerned with a broad range of themes, including:
  - Good governance and integrated water resource management (IWRM)
  - System maintenance and improvement (including leakage reduction)
  - Water quality testing
  - Water resources protection and pollution prevention including preliminary studies to assess the state of water resources & necessity and scale of infrastructure developments
  - Improving efficiency in management practices
  - Labour management tools

- Accessing investment finance
- Methodologies for expanding access to the poor
- Building a participatory process to allow consensual institution-building within local politics
- Awareness-raising and institutional support such as the reinforcement of the municipalities' management and control capabilities, in-house organisational restructuring or the development of transparency and accountability practices through the involvement of local civil society organisations.

### **Types of activity that can be financed**

- Activities which can be financed include:
  - Training, knowledge transfer, learning and other capacity development activities
  - Supplies and services, subject to the procurement rules, under the condition that their cost is not more than 30% of the total direct cost of the action (see art. 14, Annex II, [General Conditions applicable to European Union-financed grant contracts for external actions](#))
- Actions which are profit-making are NOT eligible for financing
- Each partnership must include:
  - A communication and visibility plan
  - A monitoring and evaluation plan

### **Applying for a grant**

Section 2.2 of the Guidelines for Grant Applicants explains how to apply and the procedures to follow.

- First, only the applicant must register with the EC as a potential applicant with [the EC applicants database](#) called PADOR, and obtain a EuropeAid ID
- If the Concept Note submitted by the applicant is approved, then the applicant will be invited to submit a full proposal. All partners must then register in PADOR by the deadline for the submission of the Full Application Form.
- The only cases in which applicants and partners are exempt from the obligation to register in PADOR are: a) when local NSAs acting as supporting partners do not have legal personality; b) when applicants and partners have already registered in PADOR and already obtained a EuropeAid ID for a prior project

Section 2.3 of the Guidelines for Grant Applicants treats the evaluation and selection of applications, covering both concept notes and full application forms.

- Applicants must:
  - Submit a concept note no later than 6<sup>th</sup> October 2010 following the rules set out by the EC at the [call for ACP-EU water partnerships](#)
- Concept notes will be evaluated against [published criteria](#)
  - Greatest weight is given to the relevance of the proposed actions, to the needs of the country and the objectives of the EC call
  - Both concept notes and full applications can be rejected on procedural grounds – for example, for failure to register with PADOR, failure to comply with eligibility criteria, failure to submit to the correct address by the deadline, or failure to submit complete applications



- Selected applicants will be required to submit full applications by March 2011

Annex A to the Guidelines for Grant Applicants (Grant Application Form) contains the application form for both concept notes and full proposals. It also provides detailed guidance on the drafting of both the concept note and full application forms.

## Further Details

### Why to get involved

- **Why should water utilities or municipalities in ACP countries get involved?**

- The EU is providing significant financial support for capacity-building without the complication of commercial 'for-profit' ventures.
- Projects can be designed by the local partner to deal with the most important local issues from a wide range of governance, finance and technical themes.
- Utilities can look for a partner from a wide range of utilities and municipalities in Europe or in ACP countries, to best suit local needs.
- Partnerships can bring together utilities, public authorities, government ministries, civil society organisations to strengthen support for a utilities programme.
- All the above means that ACP partners would face no risk of losing control over the destiny of their water operations, that local control over the partnership would be maintained from design to implementation, and that entering a water partnership is a unique opportunity for developing long term capacity in a cost-effective way.

- **Why should water utilities or municipalities in Europe get involved?**

- There is strong public support in European countries for international assistance to developing countries, and water partnerships are a cost-effective way to develop long term capacity, so a utility can improve its reputation by being seen to be involved in water partnerships.
- Working in water partnerships helps develop staff by extending their experience, and providing new challenges and learning opportunities, as well as job satisfaction.
- These partnerships are a form of twinning between towns and cities in different countries, and can help build international links which benefit both communities.
- International solidarity between local authorities is an important way of helping developing countries.

- **Why should civil society organisations get involved?**

- Water partnerships can help expand water and sanitation services, improve the lives of local people, strengthen democratic institutions, build skills and knowledge in developing countries, help economic development, and improve working conditions.
- Civil society groups have actively campaigned for aid to be provided on a 'not-for-profit' basis in the water and sanitation sector.
- You can play an important role in bringing partners together and helping formulate proposals.
- ACP-EU water partnerships are an innovative and extremely promising initiative whose success can serve as an example to other institutions.

- **Why should trade unions get involved?**

- Water partnerships can help expand water and sanitation services, improve the lives of local people, strengthen democratic institutions, and help economic development.

- They should improve employment prospects, working conditions, relations between workers, employers and users, provide better training and improve job satisfaction.
- You can play an important role in bringing partners together and helping formulate proposals, so that they contribute to Quality Public Water Services.
- ACP-EU water partnerships are an innovative and extremely promising initiative whose success can serve as an example to other institutions.

## How to get involved

- **What can utilities in ACP countries do to help develop ACP-EU water partnerships?**
  - **Register** on [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) and find partners and create partnership proposals online by following the available **instructions**.
  - Please note that you are not required to use the [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) website to submit a proposal. For example, you can develop a partnership with your existing contacts. However, this website and PSIRU can help you find partners, draft concept notes and full proposals, and receive advice and information, if you find that useful. Contact: [e.lobina@gre.ac.uk](mailto:e.lobina@gre.ac.uk) (+44 208 331 8476).
  - You can use your own contacts to explore possible themes and issues, for example, local civil society organisations, trade unions, or government ministries.
  - You can use your own contacts to find further contacts, for example partners who have previously engaged in a twinning in another sector might easily extend their partnership to include the respective water utilities.
  - You can also contact European water utilities or local authorities through international associations.
- **What can utilities in Europe do to help develop ACP-EU water partnerships?**
  - **Register** on [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) and find partners and create partnership proposals online by following the available **instructions**.
  - Please note that you are not required to use the [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) website to submit a proposal. For example, you can develop a partnership with your existing contacts. However, this website and PSIRU can help you find partners, draft concept notes and full proposals, and receive advice and information, if you find that useful. Contact: [e.lobina@gre.ac.uk](mailto:e.lobina@gre.ac.uk) (+44 208 331 8476).
  - You can use your own contacts in ACP countries to discuss possible collaborations, for example partners who have previously engaged in a twinning in another sector might easily extend their partnership to include the respective water utilities.
  - You can use your own contacts in ACP countries to explore possible themes and issues, for example, local civil society organisations, trade unions, or government ministries.
  - You can contact associations of European water utilities such as Aqua Publica Europea [www.aquapublica.eu](http://www.aquapublica.eu), and contact [Philippe.Burguiere@eaudeparis.fr](mailto:Philippe.Burguiere@eaudeparis.fr) (Eau de Paris' CEO Anne Le Strat is President of Aqua Publica Europea).
- **What can civil society organisations do to help develop ACP-EU water partnerships?**
  - In Africa, Caribbean or Pacific countries: contact municipalities or water utilities in your own country who you think would benefit from a water partnership, or could act as a leading partner to support utilities in other ACP countries.
  - In Europe: contact municipalities or water utilities in your own country who you think should consider becoming partners in a water partnership, or could act as a leading partner to support utilities in other ACP countries.
  - Alert civil society organisations and other contacts in Africa, Caribbean or Pacific countries to the possibilities of ACP-EU water partnerships. Encourage them to identify and make



contact with utilities and authorities in their own countries which would benefit from a water partnership.

- Consider participating in ACP-EU water partnerships as a supporting partner. The EU encourages partnerships which include civil society organisations.
  - **Register** on [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org), and follow the available **instructions**, so that we can keep you informed about developments and provide assistance for your initiatives.
  - Use your contacts and/or [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) to try and bring organisations together to form a partnership.
  - Help partners formulate a proposal (and remember that we can help you help them).
  - Help find a source to fund the other 25% of the cost of a project [the EU grant only covers 75%], for example by approaching your country's aid agency.
- **What can unions do to help develop ACP-EU water partnerships?**
    - Contact other trade unions in Africa, Caribbean or Pacific countries to discuss what capacity-development they want to see, and encourage them to consider how a water partnership might help.
    - Encourage employers who are water utilities or local authorities to consider becoming partners.
    - Consider participating in ACP-EU water partnerships as a supporting partner.
    - **Register** on [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org), and follow the available **instructions**, so that we can keep you informed about developments and provide assistance for your initiatives.
    - Use your contacts and/or [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) to try and bring organisations together to form a partnership.
    - Help partners formulate a proposal (and remember that we can help you help them).
    - Help find a source to fund the other 25% of the cost of a project [the EU grant only covers 75%], for example by approaching your country's aid agency.

## Issues that projects can cover

- **What are the projects for?**
  - The objective of the projects is to 'develop capacity in the water & sanitation sector [in African, Caribbean and Pacific countries], leading to better water and sanitation governance and management, and to the sustainable development and maintenance of infrastructure'.
  - Every project has to deliver a 'concrete operational result', and this has to be of lasting benefit so that it can be "... maintained as a permanent asset to the beneficiary partner(s) even after the end of the project implementation." In other words, the 'concrete operational result' is a demonstrable result in terms of acquired capacity that is retained by the beneficiary partner(s) even after the end of the water partnership. The fact that it is described as a "permanent asset" does not mean that it has to be a tangible asset (i.e. it can be increased knowledge and expertise)
- **What does capacity-development mean?**
  - It means strengthening the competence of staff and of the organisation, so that there are lasting improvements. Training and/or on-the-job training are a central part of almost every capacity-development programme.

- Projects have to include a ‘communication and visibility plan’, which ensures that everyone – politicians, managers, workers, and public – understand the changes and their importance. This also allows actors from other cities and countries to learn from your experience.
- **What can the projects focus on? Can they address labour relations or public participation?**
  - Yes. The guidance note gives a number of examples of ‘themes’, which include:
    - Labour management tools
    - Improving efficiency in management practices
    - Building a participatory process to allow consensual institution-building within local politics
    - Awareness-raising and institutional support such as the reinforcement of the municipalities’ management and control capabilities, in-house organisational restructuring or the development of transparency and accountability practices through the involvement of local civil society organisations
    - Good governance and integrated water resource management (IWRM)
- **Can projects deal with investment issues?**
  - Yes. Examples given by the EC guidance note include strengthening capacity for ‘Accessing investment finance’, and ‘Methodologies for expanding access to the poor’.
- **Can projects deal with technical issues?**
  - Yes. The guidance note mentions as examples:
    - System maintenance and improvement (including leakage reduction)
    - Water quality testing
    - Water resources protection and pollution prevention including preliminary studies to assess the state of water resources & necessity and scale of infrastructure developments

## Practical issues

- **Have water operators been involved in partnerships like this before?**
  - Yes. There are many cases where European and other public water operators have helped their counterparts in developing countries. You can read more about them in a PSIRU report here <http://www.psiru.org/reports/2009-03-W-PUPS.doc>
- **Can water utility companies use this funding for commercial projects?**
  - No. The guidance says very clearly that “actions which are profit-making” are ineligible.
- **Do partnerships have to be formed using the [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) website?**
  - No. You can form a partnership using your own contacts. The website [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org) is available to those who want to use it, but its use is not compulsory.
- **What utilities are eligible to become applicants and partners?**
  - Whoever provides water and sanitation services are regarded as being a water utility for the purposes of the ACP-EU water partnerships programme. However, they must have a legal status in order to become applicants or partners.

- **Do partnerships have to include a partner from an EU member country?**
  - No, the partnership could in principle be composed exclusively of ACP partners. Partnerships can be either North-South (EU-ACP) or South-South (one ACP country to another –ACP country). More precisely, the applicant can be an ACP water and sanitation utility, or an ACP local authority, or another water sector organisation from an ACP country.
  - Sections 2.1.1 and 2.1.2 of the Guidelines for Grant Applicants set out the rules on the nationality of applicants and partners.
  
- **Are there restrictions for water utilities, local authorities or other water organisations from EU countries who want to engage in ACP-EU water partnerships?**
  - There are no restrictions for water utilities, local authorities and other water organisations from EU countries who want to be applicants or implementing partners.
  - Water utilities, local authorities and other water organisations from EU countries cannot be beneficiary partners. Only water utilities, local authorities and other water organisations from ACP countries can be beneficiary partners.
  
- **Are there restrictions for water utilities, local authorities or other water organisations from ACP countries who want to engage in ACP-EU water partnerships?**
  - Water utilities, local authorities and other water organisations from the following ACP countries are not subject to any restriction. They can be applicants, beneficiary partners, or implementing partners.

Angola	Ghana	Rwanda
Antigua and Barbuda	Grenada	Samoa
Bahamas	Guinea-Bissau	Sao Tome & Principe
Barbados	Guyana	Senegal
Belize	Haiti	Seychelles
Benin	Kenya	Sierra Leone
Botswana	Kiribati	Solomon Islands
Burkina Faso	Ivory Coast	Somalia
Burundi	Jamaica	St. Kitts-Nevis
Cameroon	Lesotho	St. Lucia
Cape Verde	Liberia	St. Vincent & Grenadines
Central African Republic	Malawi	Suriname
Chad	Mali	Swaziland
Comoros	Marshall Islands	Tanzania
Congo - Brazzaville	Mauritania	Timor-Leste
Cook Islands	Mauritius	Togo
Democratic Republic of Congo	Micronesia, Fed. States	Tonga
Djibouti	Mozambique	Trinidad & Tobago
Dominica	Namibia	Tuvalu
Dominican Republic	Nauru	Uganda
Eritrea	Nigeria	Vanuatu
Ethiopia	Niue	Zambia
Gabon	Palau	
Gambia	Papua New Guinea	

At the time of publication of this call for proposals, the following applies to **South Africa, Sudan and Equatorial Guinea**:

- State actors<sup>1</sup> are not eligible as applicants or partners in any proposal
- Water and sanitation utilities of these countries who are Non-state actors (NSAs) are eligible as applicants, implementing and supporting partners, but the proposed projects must have as beneficiary partner(s) organisations of one or more ACP States which have ratified the 2005 Revision of the Cotonou Agreement.
- Non-state actors (NSAs) of these countries who are not water and sanitation utilities are eligible as supporting partners, but the proposed projects must have as beneficiary partners organisations of one or more ACP States which have ratified the 2005 Revision of the Cotonou Agreement.

At the time of publication of this call for proposals, the following applies to **Guinea Conakry, Fiji, Madagascar, Niger and Zimbabwe**:

State actors are not eligible as applicants or partners in any proposal.

- **Can actors from outside EU and ACP countries become applicants and partners?**

- No, but they can be invited to be associates for which there is no nationality requirement. So a Latin American water utility might participate in an action as an associate, not as a partner. Associates participate in the action but the EC grant can only refund them for travel and subsistence expenses.

- **What costs will be covered?**

- The EC grant will only cover up to 75% of the cost of a project – at least 25% of the costs must be financed another way. But if a water operator or municipality who is the applicant or an implementing partner pays the salaries of staff who are seconded to work on a project, that will count towards the 25%. If a non-state actors or ACP national governments acting as supporting partners pay the salaries of staff who are seconded to work on a project, that will also count towards the 25%.
  - EC grant may not exceed 75% of the total eligible costs of the action. The balance must be financed from the applicant's or partners' own resources, or from sources other than the European Community budget or the European Development Fund.
  - The cost of staff assigned to the Action may be considered as co-financing in the Budget of the Action when paid by the Beneficiary (applicant) or his implementing/supporting partners – note that the cost of staff is considered as co-financing and not contribution in kind
  - The cost of staff assigned to the Action includes gross salaries including social security charges and other related costs
  - EC grant may cover travel costs and per diems for missions/travel
  - Contribution in kind may be considered an eligible cost if it covers the “supplies of materials, hardware & software necessary for the functioning of the partnership”, but will not be eligible if it relates to real estate, debts, interest owed and other financial items

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<sup>1</sup> State actors – Those actors in the development process who are part of the public administration and directly linked to it (regional, national and local authorities).

- The EC grant will only cover costs incurred after the approval of a water partnership. Preparatory costs such as travel undertaken to evaluate the situation during the elaboration of concept notes and full applications will not be refunded retroactively by the EC.
  - Applicants and partners can limit the costs incurred prior to the approval of the water partnership by making full use of the online match making facility available at the website [www.acp-eu-waterpartnerships.org](http://www.acp-eu-waterpartnerships.org), and by fully involving the beneficiary partner(s) in the design of the partnership.
  - Another way to limit the costs of designing a proposal is to develop it together with known partners, if that is possible.
- What amounts will have to be provided?
  - Each grant awarded to a partnership must be for a minimum of €250,000 and a maximum of €1,000,000. A partnership must last for a minimum of 2 years and a maximum of 5 years.
  - A grant can cover up to 75% of the costs of a partnership; the rest must be financed from other sources.
- **How to submit an application?**
  - There is a 2-stage process. A 4-page concept note has to be submitted to the EC by 6<sup>th</sup> October 2010. The EC will select some of these and invite the respective applicants to submit full bids, by January 2011. The full bids have to be submitted by March 2011. Then the EC will make a final selection by May 2011, and contracts will be signed in August 2011. There is no advantage in applying early: no concept notes will be examined before 6<sup>th</sup> October 2010.
  - It is extremely important to follow the Guidelines for grant applicants and Annex A (including Guidance for the drafting of the concept note)
    - Applications can be rejected on procedural grounds, so it is imperative to respect all deadlines, register in PADOR, provide all required information, fill in all fields in application form, follow checklist and follow Guidelines and Annex A
    - Concept notes will be rejected if score for “Relevance of the Action” is less than 12/15.
    - Concept notes will be rejected if total score is less than 30/50.
    - Full Applications will be rejected if score for “Financial and operational capacity” is less than 12/20.
    - In the Full Application “the total European Commission contribution requested in the full application may not vary from the initial estimates provided in the Concept Note by more than 20%”.
    - In the Full Application “the applicant is free to adapt the percentage of co-financing as long as the European Commission contribution requested does not exceed 75% of the total eligible costs of the action”
    - Applications will be rejected at any stage in the evaluation process if the applicant, a partner, or the action is identified as not fulfilling the eligibility criteria.
  - In the Full application, it is extremely important to take into account the published evaluation criteria
    - Relevance, Effectiveness and Consistency, and Financial indicators, bring up to 70/100 points.
    - Tangible impact, permanent asset, multiplier effect and verifiable indicators: bring up to 20/100 points.
    - Addressing both “national water and sanitation strategies and programmes” and the active involvement of NSAs is encouraged.
    - All the above apply to full applications, but it would help to refer to these criteria in drafting the concept note.

## Non-State Actor roles

- **Can non-state actors be involved as partners in these projects?**

Yes, and this is encouraged by the EC. Section 1.2 of the Guidelines for Grant Applicants states that “this Call for Proposals encourages partnership projects that ... actively involve local non-state actors”.

- The main partners must be public authorities or water utilities, but non-state actors like trade unions and civil society organisations can be included in proposals as ‘supporting partners’.

- **What is the role of ‘supporting partners’?**

- Supporting partners “can assist in activities such as awareness raising and in the institution-building process.”
- This can include a significant role in developing new ways of working with the public, for example, or better employment and training practices.

- **Can non-state actors like civil society organisations and trade unions initiate partnerships and develop proposals?**

- Yes. They can play an important role from the start, by making contacts. For example, African or Caribbean or Pacific trade unions who want to get their water utility supported by a public sector company, can contact unions in Europe for help in finding a partner.
- They can also play an active role in helping draft the proposal (and remember that we can also help draft the proposal)

- **Are there international bodies helping civil society organisations and trade unions?**

- Yes. There is an international network of civil society organisations which supports water partnership, the Reclaiming Public Water network. Contact the network secretariat: [satoko@tni.org](mailto:satoko@tni.org).
- The Africa Water Network is part of the Reclaiming Public Water network. Contact [alhassan.adam@gmail.com](mailto:alhassan.adam@gmail.com)
- The trade union international confederation PSI will help advise and support unions. Contact [david.boys@world-psi.org](mailto:david.boys@world-psi.org)