



ANNEX III: ELIGIBILITY CRITERIA AND NOMINATION OF COMPETENT AUTHORITIES

1. INTRODUCTION: WHAT IS A DIRECT GRANT CO-FINANCED WITH COMPETENT AUTHORITIES OF MEMBER STATES (JOINT ACTIONS) UNDER THE EU4HEALTH PROGRAMME

A Joint Action (JA) is a direct grant consisting in collaborative action among Member States and associated countries participating in the EU4Health Programme, inter alia, to develop, share, refine and test tools, methods and approaches to specific health issues, and engage in capacity building in key areas of interest.

2. CRITERIA FOR FINANCIAL CONTRIBUTION FROM THE UNION BUDGET FOR JOINT ACTIONS

Joint Action grants may be awarded without calls for proposals¹.

The Joint Actions will take into account the outcomes of past actions funded by the Health Programmes on similar topics and of ongoing negotiations of a legislative nature.

A Joint Action will involve co-financing by the Union, at the rates defined in Art. 8 (3) of the EU4Health Programme Regulation².

In line with Article 13(5) of the EU4Health Programme Regulation and the relevant annual work programme, Joint Actions will be co-financed by:

- competent authorities responsible for health in the Member States or in third countries associated to the Programme; or
- public sector bodies or non-governmental bodies that are mandated by those competent authorities, regardless of whether those bodies act individually or as a network.

¹ Article 195(d) of the Regulation (EU, Euratom) 2018/104 (Financial Regulation) and Article 13(5) of Regulation (EU) 2021/522.

² [Regulation \(EU\) 2021/522 of 24 March 2021 establishing a Programme for the Union's action in the field of health \('EU4Health Programme'\) for the period 2021-2027, and repealing Regulation \(EU\) No 282/2014.](#)

Eligibility, selection and award criteria

Eligible legal entities

Under Article 13(5) of the Programme regulation, direct grants may be awarded without a call for proposals to fund actions:

- if such grants are duly justified, and
- if those actions have a Union added value that is explicitly provided for in the annual work programmes, and
- are co-financed by the competent authorities that are responsible for health in the Member States or in third countries associated to the Programme, or by public sector bodies or non-governmental bodies that are mandated by those competent authorities, regardless of whether those bodies act individually or as a network.

Member States' or associated countries' responsible authorities receiving the invitation are invited to nominate one or more competent authority(ies)³ responsible for implementing the action on their behalf. The nomination should confirm that:

- the nominated entity(ies) will be acting as competent authority(ies) for the given action; and
- the nominated entity(ies) and their affiliated entities⁴ are the eligible legal entities to participate in the action on behalf of the country concerned and under its responsibility.

Applicants' selection criteria

- financial capacity – applicants must have stable and sufficient sources of funding to maintain their activity throughout the duration of the grant and to participate in its co-financing⁵; and
- operational capacity – applicants must have sufficient operational and professional capacities to implement the activities and complete the proposed action.

³ Nominated competent authorities may be one of the following: a Member State's or associated country's authority responsible for health, a relevant international health organisations or public sector bodies or non-governmental bodies that are mandated by those competent authorities, regardless of whether those bodies act individually or as a network.

⁴ 'Affiliated entities' are entities that satisfy the eligibility criteria, do not fall within one of the situations referred to in Articles 136(1) and 141(1) of the Financial Regulation and have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation.

⁵ The financial capacity of public bodies and international organisations will not be subject to verification.

Proposals award criteria

Proposals will be assessed based on the following **award criteria**:

- a) **Relevance:** clarity and consistency of project, objectives and planning; extent to which they match the themes and priorities and objectives of the call; contribution to the EU strategic and legislative context; European/trans-national dimension; impact/interest for a number of countries (EU or eligible non-EU countries); possibility to use the results in other countries; potential to develop mutual trust/cross-border cooperation (30 points)
- b) **Quality:**
 - Project design and implementation: technical quality; logical links between the identified problems, needs and solutions proposed (logical frame concept); methodology for implementing the project (concept and methodology, management, procedures, timetable, risks and risk management, monitoring and evaluation); feasibility of the project within the proposed time frame; cost effectiveness (sufficient/appropriate budget for proper implementation; best value for money) (30 points)
 - Project team and cooperation arrangements: quality of the consortium and project teams; appropriate procedures and problem-solving mechanisms for cooperating within the project teams and consortium (30 points)
- c) **Impact:** ambition and expected long-term impact of results on target groups/general public; appropriate dissemination strategy for ensuring sustainability and long-term impact; sustainability of results after EU funding ends (10 points).

3. ROLE OF THE NOMINATED COMPETENT AUTHORITIES

Each country participating in the EU4Health Programme is invited to nominate one or more competent authority(ies), which will become the grant beneficiary(ies) and be responsible for the implementation of the action on its behalf.

The competent authority(ies) manage and carry out the action together with the coordinator (lead competent authority for the action) contributing with their own funding and ensuring that the objectives of the action are met.

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

3.1. Affiliated entities

Affiliated entities are formally established organisations, defined as: *"entities that satisfy the eligibility criteria and that do not fall within one of the exclusion situations⁶ and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation"*⁷.

Affiliated entities must fulfil the same conditions for participation and funding as beneficiaries. **Complies with the eligibility and non-exclusion criteria applying to applicants**, specifically, does not fall within one of the situations referred to in Articles 136(1) and 141(1) of the Financial Regulation.

Condition for affiliation. Affiliated entities are **entities with a legal link to the beneficiaries** which implement parts of the action and are allowed to charge costs directly to the grant.

‘Legal link to the beneficiaries’ means a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation. This covers:

- permanent legal structures (e.g., the relationship between an association and its members)
- contractual cooperation not limited to the action (e.g., a collaboration agreement for research in a particular field)
- capital link. i.e., – direct or indirect control of the beneficiary.

In the public sphere, affiliated entities cover:

- The different levels of the administrative structure in case of **decentralised administration** (e.g. national, regional or local administrations), or/and
- **Public sector bodies** (e.g. national institutes or schools for public health or national research centres) which and are (at least in part) publically funded to deliver a public or government service, or are in situation of control by a state organization/other public body.

What is **not** an affiliated entity?

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

While affiliated entities do not sign the grant agreement, they actively contribute to the implementation of the action. Costs incurred by such entities for implementing the action will be accepted as eligible costs. Affiliated entities do not have direct access to the Funding & Tenders Portal, this is done via their beneficiaries.

⁶ Referred in Articles 136 (1) and 141 (1) of the Financial Regulation.

⁷ Article 187 of the Financial Regulation 2018/1046.

3.2. Subcontractors

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

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

4. ELIGIBILITY CHECKS

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

The European Health and Digital Executive Agency (HaDEA) reserves its right to assess the regularity of the nomination procedure and to carry out checks. During this process, HaDEA may request supporting documents, such as legal act establishing the nominated organisation.

5. SUBMISSION OF NOMINATIONS VIA EU SURVEY WEBSITE

The submission of the competent authority(ies) nominations per action under the EU4Health Programme 2024 shall be done through the EU Survey website following this link:

https://ec.europa.eu/eusurvey/runner/EU4HEALTH_JA2024

The password is: **2024JA#**

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

There are two steps to follow:

Step 1 - Instructions and completion of the nomination form:

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

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

Step 2 - Submission of the nomination form:

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

In case you need assistance, please contact: HaDEA-HP-JA@ec.europa.eu

6. PRIVACY AND DATA PROTECTION POLICY

Participation in the Joint Action will involve the collection, use and processing of personal data (such as name, address and CV). This data will be processed in accordance with [Regulation No 2018/1725](#)⁸. It will be processed by HaDEA solely for the purpose of evaluating the proposal and subsequent management of the grant (e.g. list of participants of the Joint Action and share data among those participants) and, if needed, programme monitoring, evaluation and communication with DG Health and Food Safety, National Focal Points. Details are available on [HaDEA Data Protection \(europa.eu\)](#) page.

⁸ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of personal data by the European Union's institutions and bodies and on the free movement of such data.